



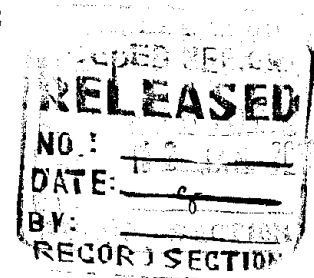
Republic of the Philippines
DEPARTMENT OF EDUCATION
 Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
 Capitol Area, Dumaguete City

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January 12, 2018

TRAVEL ORDER
 NO. 08, s. 2018



TO : **MR. JOSEPH R. GEMINA**
 PDO II-DIVISION DRRM COORDINATOR

DR. ANNA LEE AMORES
 PSDS-DIVISION SENIOR HIGH SCHOOL COORDINATOR

OFFICE : Division of Negros Oriental

PURPOSE : To attend the **RAPID DAMAGE NEEDS ASSESSMENT TRAINING ON DRRM**

DATE OF TRAVEL : January 17-19, 2018

VENUE/PLACE : ECOTECH CENTER, SUDLON, LAHUG, CEBU CITY

ALLOWED/CHARGED TO: **REGIONAL HRDD/DIVISION MOOE** funds, subject to the usual accounting and auditing rules and regulations)

: Transportation and other incidental expenses (**DIVISION MOOE**)

: Board and Lodging (**REGIONAL HRDD FUNDS**)

Jimenez
For: SALUSTIANO T. JIMENEZ, CESO VI
 OIC-Office of the Assistant Regional Director
 Concurrent Schools Division Superintendent





REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
 Sadlon, Lahug, Cebu City




REGIONAL MEMORANDUM
 No. 0013, s. 2018

JAN 12 2018

RAPID DAMAGE NEEDS ASSESSMENT TRAINING ON DRRM

To: Schools Division/City Superintendents
 Officers-in-Charge of Regular and Interim Divisions
 All Others Concerned

1. This Office through the Disaster Risk Reduction and Management (DRRM) Unit of ESSD in coordination with the Office of Civil Defense 7 will conduct training on Rapid Damage Needs Assessment Analysis (RDNA) on January 17-19, 2018 at DepED Ecotech Center, Lahug, Cebu City.
2. The participants are the following:
 - a) Division DRRM Coordinator/alternate;
 - b) Division Senior High School Coordinator/Focal Person; and
 - c) One (1) Personnel Representative from the eight (8) Functional Divisions of Region 7.
3. Travel, per diem and other incidental expenses of participants shall be charged to Division local MOOE or any available funds while food and accommodation will be shouldered by Regional Office care of HRRD obligated funds.
4. Attached herewith is the program matrix of RDANA training. For further clarifications you may call Mr. Ranilo L. Edar through landline no. 2547062 and or email address raniloedar@gmail.com.
5. Immediate dissemination of this Memorandum is desired.


JULIE A. JERUTA, Ph. D. CESO IV
 Director III
 Officer-in-Charge

JA/ST/CI/cle
 ESSD/1/9/18

Office of the Director (ORD), Tel. Nos.: (032) 231-1433; 231-1399; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4562
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 Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1671 Human Resource Development Division (HRDD), Tel. Nos.: (032) 255-5229
 Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9830;
 414-7055 Administrative Division, Tel. Nos.: (032) 404-7326; 414-4367; 414-7366; 414-7322; 414-4367
 Finance Division, Tel. Nos.: (032) 256-2375; 253-8861; 414-7321

"ESD 2015: Kamapan ng Lahat, Pambayanan ng Lahat"

RAPID DAMAGE ASSESSMENT ANALYSIS (RDANA) TRAINING

PROGRAM MATRIX

DepEd Ecotech Center

Lahug, Cebu City

November 17-19, 2018

GENERAL OBJECTIVES:

- Explain the concept of RDANA, its background, objectives, processes, and linkages to the Philippine DRRM System;
- Explain the concept of operations and the assessment methodologies;
- Determine the preparations for an RDANA mission and
- Apply the appropriate RDANA knowledge and skills in group and simulation exercises.

AY/DATE/TIME	TOPICS/ACTIVITIES	TARGET PARTICIPANTS	RESPONSIBLE PERSONS (SPEAKERS, FACILITATORS, OFFICER OF THE DAY, RESOURCE PERSONS)	EXPECTED OUTPUT
2V 1 (1- 17, 2018) 00 AM- 8:30 AM 30 AM-9:00 AM	Arrival and Registration Opening Activities * National Anthem * Prayer/Doxology * Introduction of Participants and Facilitators Welcome Message Inspirational Message Overview, Mechanics and House Rules Levelling of Expectation AM Break Course Overview * DRRM Review Lunch Break	45 participants and facilitators	Mrs. Sifronia Barden Audio Visual Presentations Mrs. Ana Liza Sardovia - PDO II Mrs. Sifronia Barden Dr. Berna Yuslan-PDO IV Dr. Luz C. Jandayan-Chief ESSD Mr. Ranillo L. Eder-PDO II Mr. Denis Ato- Head of OCD Training Department OCD Technical Experts	Expectations

1:00 PM - 2:30 PM	Module 1 : Introduction		OCD Technical Experts	Filled Workbook
2:30 PM- 3:00 PM	Module 2 : Concept of Operations		OCD Technical Experts	Filled Workbook
3:00 PM-3:15 PM	PM Break			
3:15 PM-4:45 PM	Continuation of Module 2: Concept of Operations		OCD Technical Experts	Filled Workbook
4:45 PM- 5:00 PM	Daily Course Evaluation		Admin	
DAY 2 (Jan 18, 2018)				
8:00 AM- 8:30 AM	Day 1 (MOL/Recap/Checking of output/ice Breaker)			
8:30 AM- 10:00 AM	Module 3 : Mobilization		OCD Technical Experts	Filled Workbook
10:00 AM-10:15 AM	AM Break			
10:15 AM-11:00 AM	Continuation of Module 3: Mobilization		OCD Technical Experts	Filled Workbook
11:00 AM-12:00 PM	Module 4: Methodologies			
12:00 PM- 1:00 PM	Lunch Break			
1:00 PM- 2:30 PM	Module 5: Preparations		OCD Technical Experts	Filled Workbook
2:30 PM-3:00 PM	Reminders for the Simulation Exercise			
3:00 PM-3:15 PM	PM Break			
3:15 PM-4:45 PM	Group Preparation			
4:45 PM- 5:00 PM	Course Evaluation			Filled Evaluation F
DAY 3 (Wednesday)				
8:00 AM-8:30 AM	MOL/Recap of Day 2			
8:30 AM-9:30 AM	EOC Briefing		OCD Technical Experts	Filled Workbook
9:30 AM-12:30 PM	Simulation Exercise		OCD Technical Experts	Filled Workbook
12:30 PM- 1:00 PM	Lunch Break			
1:00 PM-3:00 PM	Reporting of Outputs		OCD Technical Experts	Filled Workbook
3:00 PM-3:15 PM	PM Break			
3:15 PM-4:00 PM	Processing of Simulation Exercise and Course Evaluation			
4:00 PM-5:00 PM	Closing Program			Filled Workbook

Prepared by :

 RANILLO L. EDAR
PDO II