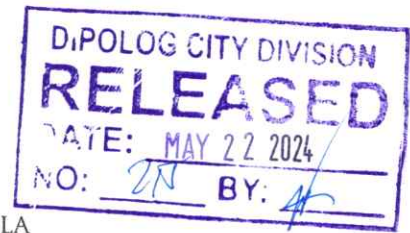




Republic of the Philippines  
**Department of Education**  
 REGION IX – ZAMBOANGA PENINSULA  
 SCHOOLS DIVISION OF DIPOLOG CITY



May 22, 2024

**DIVISION MEMORANDUM**  
 No. 215, s. 2024

**ANNUAL STRATEGIC PLANNING FOR DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) PROGRAMS, PROJECTS AND ACTIVITIES CUM ROLL-OUT OF PROJECT S.O.A.P. AND ORIENTATION OF NEWLY-HIRED LOCAL SCHOOL BOARD (LSB) PERSONNEL**

To: ASST. SCHOOLS DIVISION SUPERINTENDENT  
 CHIEF, CURRICULUM IMPLEMENTATION DIVISION (CID)  
 CHIEF, SCHOOLS GOVERNANCE AND OPERATIONS DIVISION (SGOD)  
 PUBLIC SCHOOLS DIVISION SUPERVISORS  
 ALL ELEMENTARY PUBLIC SCHOOL HEADS/PRINCIPALS  
 ALL SECONDARY PUBLIC SCHOOL HEADS/PRINCIPALS  
 ALL NEWLY-HIRED LSB PERSONNEL  
 ALL DISTRICT/SCHOOL-BASED ADMINISTRATIVE OFFICER II  
 ALL DISTRICT/SCHOOL-BASED PROJECT DEVELOPMENT OFFICER I  
 CONCERNED DIVISION PERSONNEL  
 All Other Concerned

1. Relative to Division Advisory No. 050, s.2024, Series of DRRM Activities were postponed which included the conduct of Annual Strategic Planning (ASP) for DRRM Programs, Projects and Activities (PPAs).
2. On the other hand, Division Memorandum No. 201, s.2024, this division has announced the Roll-out of Project S.O.A.P. (Schools Operation and Ancillary Partners) and the Orientation of Newly-Hired LSB Personnel which is scheduled on May 27 to 2024, 2029.
3. In this connection, to ensure that Schools are guided on the implementation of DRRM PPAs in relationship with the Comprehensive DRRM in Basic Education Framework and the School Improvement Plan (SIP), the Schools Governance and Operations Division (SGOD), through the DRRM Unit, will re-schedule its **ASP for DRRM PPAs on May 27 to 29, 2029**. This will be a joint activity with the Roll-Out of Project S.O.A.P. and Orientation of Newly-Hired LSB Personnel.
4. The following are required to be present in the aforementioned activity:


May 27, 2024 (Monday)	May 28, 2024 (Tuesday)	May 29, 2024 (Wednesday)
All School Heads*	All District/School-Based AO-II	All District/School-Based AO-II
All District/School-Based AO-II	All District/School-Based PDO-I	All District/School-Based PDO-I
All District/School-Based PDO-I	All Newly-Hired LSB Personnel	All Newly-Hired LSB Personnel
All Newly-Hired LSB Personnel	Designated SDRRMC	Designated SDRRMC
Designated SDRRMC		

\*School Heads are only required to be present at the first day  
 \*\*Designated School DRRM Coordinators (who are not AO-II's) will also attend, given that they are not Teaching Personnel, as defined in DO 02, s.2024



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5. Participants are required to bring with them the following:
  - a. Laptop
  - b. School Improvement Plan
  - c. Annual Implementation Plan
  - d. DRRM Plan
  - e. Comprehensive School Safety (CSS) Baseline Data (as of CY2023)
6. For any questions and/or clarifications, you may contact ALAN D. CHIU, Division DRRM Coordinator, 0907-054-7070.
7. Immediate dissemination of this Memorandum is highly desired.

  
**MA. LIZA R. TABILON, EdD., CESO V**  
 Schools Division Superintendent  
 Office of the Schools Division Superintendent

Encl.: none

Reference: As stated

To be indicated in the Perpetual Index  
 under the following subjects:

Schools	DRRM	CSS
DO 02, s.2024	SIP	LSB
Project SOAP	AIP	

ADC/20240522-DM-ASP-DRRM-PPA  
 May 22, 2024