



Republic of the Philippines
Region 1
SCHOOLS DIVISION OFFICE
Dagupan City



Division Memorandum No. 18, 2017

RELEASE
DATE: 1/18/18
BY: [Signature]

MEMO TO : All Concerned
FROM : *[Signature]*
LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent
SUBJECT : SUBMISSION OF SCHOOL DRRM PLAN & SCHOOL
CONTINGENCY PLANS
DATE : 18 January 2018

1. In view of the Division DRRM gathering of baseline data relevant to the DRRM program implementation and as a result of the Division Contingency Planning Orientation-Workshop conducted last December, please be reminded of the final submission of the following relevant reports duly signed by all School Heads :
 - a. School DRRM Plan 2018;
 - b. School Contingency Plan 2018;
 - c. Updated School Evacuation Map 2018;
 - d. Updated School DRRM Committee 2018 with contact numbers;

2. All signed reports (scanned & e-copies) should be submitted to the Division thru e-mail: marjorie.rodriguez001@deped.gov.ph on or before **January 23, 2018**.

3. For your information, guidance and compliance.