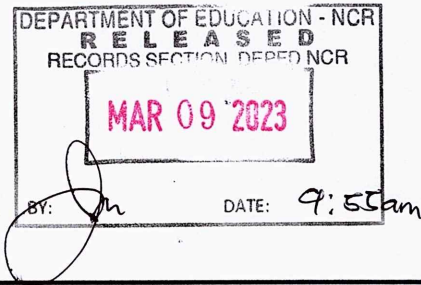




Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



CN-2023-3-2-1125

**REGIONAL MEMORANDUM**

**ORD-2023-128**

**TO : SCHOOLS DIVISION SUPERINTENDENTS**

**FROM : WILFREDO E. CABRAL, CESO III**  
Regional Director

**SUBJECT : ADVISORY ON THE CONDUCT OF 2023 NATIONAL DRRM  
PLANNING CONFERENCE**

**DATE : March 3, 2023**

1. This has reference to the attached Advisory dated February 28, 2023 from Atty. Christian E. Rivero, Ed. D. Director IV, Disaster Risk Reduction and Management Service (DRRMS), conduct on the above-captioned activity which will be held on March 6-10, 2023 at Great Eastern Hotel, Quezon City, contents of which are self-explanatory, for information.
2. Immediate dissemination of this Memorandum is desired.



Misamis St. Bago Bantay, Quezon City

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Website: <https://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectively	01.26.23	Page	1 of 1



February 28, 2023

**For :** **Regional Directors**  
**Schools Division Superintendents**  
**Regional and Division Budget Officers**  
**Regional and Division DRRM Coordinators**  
**All others concerned**

**Subject :** **ADVISORY ON THE CONDUCT OF 2023 NATIONAL DRRM PLANNING CONFERENCE**

In relation to the Memorandum **OUOPS No. 2023-04-1389** with the subject, *Conduct of 2023 National Disaster Risk Reduction and Management (DRRM) Planning Conference* dated 13 February 2023, the Disaster Risk Reduction and Management Service (DRRMS) are pleased to provide the following information on administrative matters relative to the conduct of the said activity for guidance of the participants:

- a. The conference is scheduled on **06-10 March 2023, including travel time**, at the **Great Eastern Hotel, Quezon City**. A screenshot of the venue's location is provided for the guidance of the participants in pinpointing the exact setting (*Annex A*).
- b. **Check-In and Check-Out** – Participants can check-in at 2:00 PM on Monday, 06 March 2023, and the first meal to be served is PM Snacks of the same day. Check-out is at noon of 10 March 2023, and the last meal to be served is breakfast of the same day. Likewise, we wish to inform the participants that **only drivers of the Regional Directors travelling by land** can be accommodated for the board and lodging at the venue, while the rest may only drop-off passengers during the check-in date and pick-up on the check-out date. We encourage our Regional Directors to let their drivers register through this link: <https://forms.gle/TbDU49oLvsJoBad29> **on or before 02 March 2023, Thursday, until 3:00pm**. Accommodation shall strictly be based on the confirmation of attendance through the provided link. Board and lodging of drivers of other attendees shall be charged to their respective local funds subject to existing accounting and auditing rules and regulations.


For other accommodation requirements and concerns, the assigned hotel staff and the Technical Working Group (*Annex B*) consisting of personnel from different DepEd offices will assist the attendees in the checking-in and checking-out process and throughout the duration of the event.

<b>DATE</b>	<b>ACTIVITY</b>
March 06	Arrival of Participants: Check-in – 2:00 PM
March 07	Conference Proper
March 08	Conference Proper
March 09	Conference Proper
March 10	Check-out of Participants: 12:00 NN Departure: 1:00 PM

- c. **Registration** – The program on 07 March 2023, Tuesday, will start at 8:00 AM, hence all participants are expected to be at the venue by this time. Attached is the full workshop schedule and indicative program of activities (*Annex C*). Please note that participants will need to register upon arrival at the venue.
  - d. **Conference Requirements** – The attendance of the Regional Directors and Schools Division Superintendents, and Finance/Budget Officers or their corresponding representatives is requested on the **first day (March 07) and second day (March 08)** of the conference while the regional and division DRRM Coordinators shall complete the total number of days of the conference to receive a certificate.  
**In the absence of the Regional Director and the Schools Division Superintendents, the Assistant Regional Directors and the Assistant Schools Division Superintendent may represent them in the said conference.** However, if the identified personnel have already made a prior commitment, they must assign a representative in their behalf preferably a Chief of a division to represent their office.
  - e. **Transportation Arrangements** - Transportation (land/air/sea) to and from the venue shall be shouldered and arranged by the attending participants and shall be charged to their respective local funds subject to the usual accounting and auditing rules and regulations.
  - f. **Health and Safety** – In compliance with the existing health and safety protocols, the **Great Eastern Hotel** highly encouraged participants to wear face masks during the whole duration of the activity except when eating or drinking.
  - g. **Attire** – the recommended attire for the entire event shall be **smart casual**.
1. Each office (region/division) is reminded to bring and prepare the following:
    - a. Own laptop and power extension cords for the workshop sessions
    - b. Identify FY 2023 DRRM and CCAM Plans and Priorities of the regions and divisions using the template provided through this link: <https://bit.ly/3Y3wD0J>

For further queries and other concerns, please contact Mr. Cecilio D. Peralta of DRRMS through [drmmo@deped.gov.ph](mailto:drmmo@deped.gov.ph) or telephone number (02) 8637-4933.

For information and guidance.



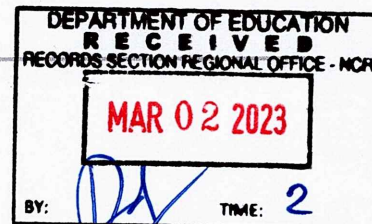
**ATTY. CHRISTIAN E. RIVERO, Ed.D**  
Director IV  
Disaster Risk Reduction and Management Service



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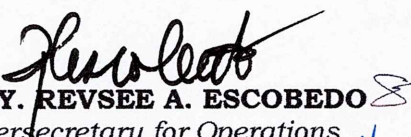
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Republic of the Philippines  
**Department of Education**  
 OPERATIONS



**OUOPS No. 2023-04- 1731**  
**MEMORANDUM**

**TO :** **WILFREDO E. CABRAL**  
*Regional Director, National Capital Region*

**FROM :** **ATTY. REVSEE A. ESCOBEDO**   
*Undersecretary for Operations*

**SUBJECT :** **INVITATION TO THE 2023 NATIONAL DISASTER RISK  
 REDUCTION AND MANAGEMENT (DRRM) PLANNING  
 CONFERENCE**

**DATE :** 23 February 2023

The Disaster Risk Reduction and Management Service (DRRMS) will be holding a **2023 National DRRM Planning Conference on 06-10 March 2023 at the Great Eastern Hotel, Quezon City** and will be participated by all the Regional Directors, Regional Finance/Budget Officers, Regional DRRM Coordinators, Schools Division Superintendents, Division Finance/Budget Officers, Division DRRM Coordinators and selected offices at the DepEd Central office.

This conference primarily aims to present the enhanced DRRMS mandate, charter and KRAs as aligned to the direction of the Department. It also synchronizes fund utilization of the Regional and Division offices with the efficient and effective implementation of the overall physical and financial plans and targets and the procurement process following the Implementing Rules and Regulations of Republic Act (RA) 9184. It will highlight the Regional and Division offices plans and priorities, and address issues and concerns of field offices. Further, this will emphasize the importance of prioritizing Disaster Risk Reduction and Management (DRRM) and Climate Change Adaptation and Mitigation (CCAM) related programs, projects, and activities in order to build safer and resilient schools, which in turn strengthens the resilience of the communities.

In this light, the DRRMS through this office requests your presence and deliver a **Welcome Remarks** for the participants in relation to the conduct of the conference. Your words of affirmation and appreciation will inspire the participants to continue their service to our Filipino learners.

Attached for easy reference is the Programme for the event.

DRRMS\_CDP/02232023

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 Tel. No.: (02) 8633-5313; (02) 8631-8492

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 RECORDS SECTION

Should you have any clarification your staff may directly coordinate to Mr. Cecilio D. Peralta of DRRMS through landline: (02) 8637 4933, mobile phone (0906) 572 6388 or email at [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph).



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OPERATIONS

**ANNEX A: INDICATIVE PROGRAM**

**Activity:** 2023 National Disaster Risk Reduction and Management Planning Conference  
**Date:** 06-10 March 2023  
**Venue:** Great Eastern Hotel, Quezon City

Time	Activity	In-Charge
<b>March 6, 2023 (Day 0)</b>		
	Arrival of Participants	<b>DRRMS</b>
<b>March 7, 2023 (Day 1)</b>		
8:00 AM - 8:30 AM	AM- Preliminaries <ul style="list-style-type: none"><li>Prayer</li><li>National Anthem</li><li>Quality Policy</li><li>Mindfulness/Energizer</li><li>Introduction of Participants</li><li>Special Number (SDO Caloocan)</li></ul>	Host Video Presentation Live Performance of SDO Caloocan
8:30 AM - 8:40 AM	<ul style="list-style-type: none"><li>Welcome Remarks</li></ul>	<b>Wilfredo E. Cabral</b> Regional Director, National Capital Region
8:40 AM - 9:00 AM	<ul style="list-style-type: none"><li>Inspirational Message</li></ul>	<b>Sara Z. Duterte</b> <b>Vice President</b> Republic of the Philippines <b>Secretary</b> Department of Education
9:00 AM - 9:10 AM	<ul style="list-style-type: none"><li>Opening Message</li></ul>	<b>Atty. Revsee A. Escobedo</b> Undersecretary for Operations
9:10 AM - 9:20 AM	<ul style="list-style-type: none"><li>Setting of Objectives</li></ul>	<b>Orlando B. Barachina</b> Officer-in-Charge, Risk-Informed Policy and Planning Division
9:20 AM - 10:00 AM	<ul style="list-style-type: none"><li>Presentation of Strand Direction</li></ul>	<b>Atty. Revsee A. Escobedo</b> Undersecretary for Operations
10:00 AM - 10:15 AM	<ul style="list-style-type: none"><li><b>Health Break</b></li></ul>	<b>ALL</b>
10:15 AM - 10:45 AM	<ul style="list-style-type: none"><li>Presentation of the Results of the Management Review in relation to DRRMS</li></ul>	<b>Charles Cedrick C. Maghirang</b> Project Development Officer IV - BHRD
10:45 AM - 12:00 NN	<ul style="list-style-type: none"><li>Presentation of DRRMS 2016-2022 Accomplishments</li></ul>	<b>Atty. Christian E. Rivero</b> Director IV, DRRMS

OFFICE\_INITIALS/MMDDYYYY

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	<ul style="list-style-type: none"> <li>• Presentation of Enhanced DRRMS Charter and KRAs</li> <li>• Presentation of FY 2023 Targets, Challenges, and Opportunities</li> </ul>	
12:00 NN - 1:00 PM	<ul style="list-style-type: none"> <li>• <b>Lunch Break</b></li> </ul>	<b>ALL</b>
1:00 PM - 1:30 PM	<ul style="list-style-type: none"> <li>• Presentation of DRRMS Funds for FY 2023 <ul style="list-style-type: none"> <li>- National Expenditure Program Level</li> <li>- Additional 2Billion DPRP Funds</li> </ul> </li> </ul>	<b>Cecilio D. Peralta</b> Officer-in-Charge, Assistant Chief, Risk-Informed Policy and Planning Division
1:30 PM - 2:30 PM	<ul style="list-style-type: none"> <li>• Guidance on the utilization and report submission of FY 2023 DPRP Downloaded Funds</li> </ul>	<b>Ana Marie C. Calapit</b> Director IV, Finance Service
2:30 PM - 3:00 PM	<ul style="list-style-type: none"> <li>• Open Forum</li> </ul>	Host
3:00 PM - 3:15 PM	<ul style="list-style-type: none"> <li>• <b>Health Break</b></li> </ul>	
3:15 PM - 4:10 PM	<ul style="list-style-type: none"> <li>• Presentation of RA 9184 and its Implementing Rules and Regulations</li> </ul>	<b>Atty. Rhoan L. Orebia</b> Director IV, Procurement Service
4:10 PM - 4:40 PM	<ul style="list-style-type: none"> <li>• Open Forum</li> </ul>	Host
4:40 PM - 5:00 PM	<ul style="list-style-type: none"> <li>• Introduction of DRRMCAP</li> </ul>	<b>Maribel L. Liddan</b> President, DRRMCAP
5:00 PM - 5:15 PM	<ul style="list-style-type: none"> <li>• Commitment Pledge</li> </ul>	<b>Atty. Christian E. Rivero</b> Director IV, DRRMS
5:00 PM - 5:10 PM	<ul style="list-style-type: none"> <li>• Administrative Announcements</li> </ul>	Host
<b>March 8, 2023 (Day 2)</b>		
8:00 AM - 8:30 AM	AM- Preliminaries <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Nationalistic Song</li> <li>• Quality Policy</li> <li>• Mindfulness/Energizer</li> <li>• Recap</li> </ul>	Host
8:30 AM - 9:30 AM	Presentation of Basic Education Development Plan and MATATAG Agenda vis-à-vis DRRMS Results-Based Planning Framework	<b>Orlando B. Barachina</b> Officer-in-Charge Chief, Risk-Informed Policy and Planning Division  <b>Cecilio D. Peralta</b> OIC, Assistant Chief, Risk-Informed Policy and Planning Division
9:30 AM - 10:00 AM	<ul style="list-style-type: none"> <li>• Presentation of guidelines on FY 2023 Program</li> </ul>	<b>Jemaima D. Dalogdog</b> Technical Assistant I, DRRMS

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	Support Funds (For Comprehensive Release) <ul style="list-style-type: none"> <li>- Implementation of DRRM and CCAM PPAs</li> <li>- Manila Bay Rehabilitation</li> <li>- Regional Climate Change Conference</li> <li>- Contingency Planning</li> <li>- Public Service Continuity Plan</li> </ul>	
10:00 AM – 10:15 AM	Health Break	
10:15 AM - 10:45 AM	<ul style="list-style-type: none"> <li>• Presentation of guidelines on the downloaded funds for FY 2023 additional 2Billion DPRP Funds (Response Interventions)</li> </ul>	<b>Paolo Aquino</b> Project Development Officer III, DRRMS
10:45 AM – 11:30 AM	<ul style="list-style-type: none"> <li>• Break-out for the Regional Discussion on the Implementation of the DRRM and CCAM PPAs</li> </ul>	<b>Regional and Division Participants</b>
11:30 AM – 12:00 NN	<ul style="list-style-type: none"> <li>• Regional Presentation on Implementation of FY 2023 PPAs</li> </ul>	<b>Selected Regions</b>
12:00 NN - 1:00 PM	<ul style="list-style-type: none"> <li>• <b>Lunch Break</b></li> </ul>	<b>ALL</b>
1:00 PM - 5:00 PM	<ul style="list-style-type: none"> <li>• DRRMCAP Activities</li> </ul>	<b>DDRRMCAP Officers</b>
5:00 PM - 5:10 PM	<ul style="list-style-type: none"> <li>• Administrative Announcements</li> </ul>	Host
7:30 PM - 10:00 PM	<ul style="list-style-type: none"> <li>• Solidarity Night</li> </ul>	<b>ALL</b>
<b>March 9, 2023 (Day 3)</b>		
8:00 AM - 8:30 AM	AM- Preliminaries <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Nationalistic Song</li> <li>• Quality Policy</li> <li>• Mindfulness/Energizer</li> <li>• Recap</li> </ul>	Host
8:30 AM - 10:00 AM	<ul style="list-style-type: none"> <li>• Presentation of DRRM and CCAM Initiatives</li> </ul>	<b>Education Resilience Working Group Members and other Partners</b>
10:00 AM – 10:15 AM	<ul style="list-style-type: none"> <li>• Health Break</li> </ul>	
10:15 AM - 12:00 NN	<ul style="list-style-type: none"> <li>• Interactive Booth</li> </ul>	<b>Education Resilience Working Group Members and other Partners</b>
12:00 NN - 1:00 PM	<ul style="list-style-type: none"> <li>• <b>Lunch Break</b></li> </ul>	<b>ALL</b>
1:00 PM - 2:00 PM	PM – Closing Ceremony <ul style="list-style-type: none"> <li>• Nationalistic Song</li> </ul>	Host

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	<ul style="list-style-type: none"> <li>• Wrapping-up and Ways Forward</li> </ul>	<b>Atty. Christian E. Rivero</b> Director IV, DRRMS
2:00 PM - 2:30 PM	<ul style="list-style-type: none"> <li>• Closing Message</li> </ul>	<b>Dr. Nerissa L. Losaria</b> Schools Division Superintendent SDO Caloocan City
2:30 PM - 3:45 PM	<ul style="list-style-type: none"> <li>• Distribution of Certificates</li> </ul>	Host
3:45 PM - 4:00 PM	<ul style="list-style-type: none"> <li>• Administrative Announcements</li> </ul>	Host
<b>March 10, 2023</b>		
	Departure of Participants	

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**List of Expected Attendees:**

Central Office:

<b>OFFICE</b>	<b>QUANTITY</b>
DRRMS	26
Office of the Undersecretary for Operations	2
Office of the Undersecretary for Finance	2
EPMO	2
Budget Division	2
Accounting Division	1
Planning Service	1
Planning and Programming Division	2
Procurement Service	2
Asset Management Division	1
<b>TOTAL</b>	<b>41</b>

Field Offices:

<b>OFFICE</b>	<b>QUANTITY</b>
Regional Directors	16
Regional Budget Officers	16
Regional DRRM Coordinators	16
Schools Division Superintendents	217
Division Budget Officers	217
Division DRRM Coordinators	217
<b>TOTAL</b>	<b>699</b>