



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

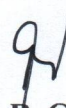
29 April 2024

DIVISION MEMORANDUM
No. SGOD- 164 2024

To: **MENCHIE P. GAMONGAN-PDO II**
DAISY MAY BUCAO-PDO I
ALLAN R. GALANZA-PDO I
JESSICA POLIG-PDO I
RAYMUNDA ANONGOS-PDO I
EDGAR E. VALDEZ- HT


**PARTICIPATION TO THE 3-DAY TRAINERS TRAINING ON DISASTER RISK
REDUCTION AND MANAGEMENT (TOT-DRRM)**

1. Pursuant to Regional Memorandum No. 205, s. 2024 and RM No. 237-2024, titled “**3-DAY TRAINERS TRAINING ON DISASTER RISK REDUCTION AND MANAGEMENT (TOT-DRRM)**” and “**RESCHEDULING OF THE DISASTER RISK REDUCTION AND MANAGEMENT TRAINING OF TRAINERS (DRRM-TOT)**” respectively, you are hereby directed to attend the said training.
2. The venue will be at Togus Hotel, Naguilian Road, Baguio City on May 1-3, 2023.
3. Participants shall be granted Compensatory Time-off (CTO) of 1.5 days (12hrs) for May 1, 2024 (Holiday in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.
4. Participants are advised to bring with them comfortable clothes for the simulation exercises.
5. Board and lodging, and meals shall be charged against DRRM Support Funds of the Regional Office while transportation expenses shall be charged to DPRP Funds of the Division Office.
6. Immediate and widest dissemination of this Memorandum is desired.


BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>

 DepEd Tayo Tabuk City