



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

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DEPARTMENT OF EDUCATION  
Schools Division of Tabuk City  
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Office of the Schools Division Superintendent

18 February 2026

**DIVISION MEMORANDUM**  
No. 86 s. 2026

**TO:** All PSDSs  
Public Elementary and Secondary Schools Head  
All others concerned

**Accomplishment of the Directory of School Disaster Risk Reduction and Management (DRRM) Coordinators**

1. Pursuant to **Memorandum No. DRRMS-02-09-2026-004**, all School Heads are directed to facilitate the updating of the Directory of the School Disaster Risk Reduction and Management (DRRM) Coordinators.
2. The updated dataset of School DRRM Coordinators shall serve as an essential reference for the timely dissemination of advisories, coordination during emergencies, hazard monitoring, reporting, and implementation of DRRM-related programs and activities at the school, district, and division levels.
3. To facilitate the submission process, all concerned are requested to accomplish the required information by accessing the online form through the link: <https://tinyurl.com/2026DRRMdirectory>. Kindly ensure that all entries are complete and accurate upon submission.

The following details shall include

- District
- School Name and School ID
- Complete Name of School DRRM Coordinator
  - Official Designation/Position
  - Contact Number (active and reachable)
  - Official DepEd Email address
  - Facebook Account
- Alternate Contact Person (if applicable)
  - Official Designation/Position
  - Contact Number (active and reachable)
  - Official DepEd Email address
  - Facebook Account
- School Coordinates/Geolocation

4. Should there be any clarifications or concerns, please contact Division DRRM Coordinator, Ms. Menchie P. Gamongan at [menchie.gamongan@deped.gov.ph](mailto:menchie.gamongan@deped.gov.ph) or via CP# 09971069575.
5. For guidance and strict compliance.

**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](mailto:tabuk.city@deped.gov.ph)  
**Website:** <https://www.depedtabukcity.com>

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