



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Negros Island Region

# **SCHOOLS DIVISION OF NEGROS ORIENTAL**

Capitol Area, Dumaguete City

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August 17, 2016

## **DIVISION MEMORANDUM**

No. 485 ; s. 2016

### **COORDINATION MEETING OF ALL DISTRICT DRRM COORDINATORS**

**TO :** Public Schools District Supervisors/Districts-In-Charge  
Public Elementary and Secondary School Heads  
District DRRM Coordinators  
All Others Concerned

1. Please be advised of the Coordination Meeting of all District DRRM Coordinators at 8:00 o'clock in the morning on August 24, 2016 at the 2<sup>nd</sup> Floor Division Conference Room, Dumaguete City.
2. Agenda of the meeting are as follows:
  - a. Upcoming Disaster Response Seminar Workshop to be conducted by International Scientology Volunteers
  - b. Conduct of Story Writing on Disasters and Recovery Efforts (DM # 121 s. 2016)
  - c. School Checklist on Disaster Risk Reduction (DRR) & Climate Change Adaptation (CCA) On-site Monitoring and Evaluation Tool
  - d. Other matters
3. Transportation and travelling expenses shall be charged to school MOOE subject to usual accounting and auditing rules and regulation.
4. For your information and guidance.

  
**LEILANIE T. CABRERA, CESE**  
Assist. Schools Division Superintendent  
Officer-In-Charge

17 AUG 2016