



Republic of the Philippines  
Department of Education  
REGION VIII - EASTERN VISAYAS

February 21, 2023

**REGIONAL MEMORANDUM**

No. **155**, s. 2023

**CONDUCT OF 2023 NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) PLANNING CONFERENCE**

To: Schools Division Superintendents  
Division Budget Officers  
Division DRRM Coordinators  
All Others Concerned

- Attached is an unnumbered Memorandum from Atty. Revsee A. Escobedo, Undersecretary for Operations, dated February 13, 2023, informing the conduct of the 2023 National Disaster Risk Reduction and Management (DRRM) Planning Conference on March 06-10, 2023 at the Great Eastern Hotel, Quezon City.
- Relative thereto, this Office, through the Education Support Services Division (ESSD), enjoins the participants specified in the attached communication to participate in the abovementioned activity in order to synchronize the fund utilization of the Regional and Division Offices, and to effectively and efficiently implement the overall physical and financial plans and targets.
- The expenses for board and lodging, transportation/travel, and other related expenditures of the participants shall be charged against their respective local funds, subject to the usual existing accounting and auditing rules and regulations.
- Additional details and information relative to the planning conference are stipulated in the attached Memorandum.
- Immediate dissemination of and compliance with this Memorandum are desired.

**EVELYN R. FETALVERO, CESO IV**

Regional Director

DEPARTMENT OF EDUCATION  
RECORDS SECTION, REGIONAL OFFICE NO. VIII

**RELEASED**  
155  
By: [Signature] Date: 2/21/23

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

DRRM NATIONAL PLANNING CONFERENCE

ESSD-SPSS-DRRM-TJCP



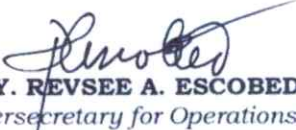


Republic of the Philippines  
**Department of Education**  
OPERATIONS

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OUOPS No. 2023-  
**MEMORANDUM**

**FOR** : **Regional Directors**  
**Schools Division Superintendents**  
**Regional and Division Budget Officers**  
**Regional and Division DRRM Coordinators**

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

**SUBJECT** : **CONDUCT OF 2023 NATIONAL DISASTER RISK  
REDUCTION AND MANAGEMENT (DRRM) PLANNING  
CONFERENCE**

**DATE** : 13 February 2023

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Consistent with the mandate of providing technical assistance to efficiently and effectively implement Disaster Risk Reduction and Management (DRRM) and Climate Change Adaptation and Mitigation (CCAM) programs, projects, and activities (PPAs) under the Fiscal Year (FY) 2023 Disaster Preparedness and Response Program (DPRP) Funds, the Office of the Undersecretary for Operations through the Disaster Risk Reduction and Management Service (DRRMS) will conduct a **2023 National DRRM Planning Conference on 06-10 March 2023 at the Great Eastern Hotel, Quezon City.**

The objectives of the 5-day conference are to:

- discuss the DepEd direction
- present the DRRMS Mandate, Charter and Key Result Areas (KRAs)
- provide updates on the new organizational structure of the DRRMS as a result of the Management Review (MR)
- explain the FY 2023 DRRMS Programs, Projects, and Activities (PPAs)
- present the additional 2Billion DPRP Funds
- present the guidelines of the following Program Support Funds as part of the For Comprehensive Release (FCR):
  - Implementation of the DRRM and CCAM PPAs
  - Manila Bay Rehabilitation
  - Regional Climate Change Caravan
  - Contingency Plan
  - Public Service Continuity Plan

The conference primarily aims to synchronize fund utilization of the Regional and Division Offices with the effective and efficient implementation of the overall

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physical and financial plans and targets. With this, all Regional Directors, Schools Division Superintendents, Regional and Division Budget Officers, and Regional and Division DRRM Coordinators are enjoined to participate in the said conference.

Please be guided of the administrative arrangements and details.

Kindly fill out the confirmation sheet for the 2023 National DRRM Planning Conference by accessing this link: [bit.ly/2023\\_DRRM\\_Conf](https://bit.ly/2023_DRRM_Conf) on or before 24 February 2023, Friday.

Matrix of Meals and Board and Lodging

DATE	BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER	BOARD & LODGING
Day 0				✓	✓	Check-in 2:00 PM
Day 1	✓	✓	✓	✓	✓	
Day 2	✓	✓	✓	✓	✓	
Day 3	✓	✓	✓	✓	✓	
Day 4	✓					Check-out 8:00 AM

The Earliest check-in is at 2:00 PM on 06 March 2023 and check-out is until 8 AM on 10 March 2023. Please see the attached Schedule of Activities for your guidance and reference.

Board and lodging, supplies and materials, and items for contingencies of all participants, including transportation and other allowable expenses of the DRRMS staff shall be charged against the FY 2023 DPRP Continuing Funds. While the transportation (land/sea/air) and other allowable incidental expenses of the participants from the Central, Region, and Division offices shall be charged against their respective local funds. All expenses shall be subject to the usual accounting and auditing rules and regulations.

Participants are advised to bring with them their laptops for the session.

Should you have clarification, questions and/or concerns on this subject, kindly contact Mr. Lorenzo C. Masandero of DRRMS at (02) 8637 4933 or email at [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph).

For information and guidance.

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## 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

Activity	In-Charge
<b>March 6, 2023</b>	
Arrival of Participants	All
<b>March 7, 2023</b>	
AM	
<ul style="list-style-type: none"><li>Preliminaries (National Anthem, Prayer, Mindfulness/Energizer)</li></ul>	Video Presentation
<ul style="list-style-type: none"><li>Welcome Remarks</li></ul>	<b>Wilfredo Cabral</b> Regional Director, NCR
<ul style="list-style-type: none"><li>Inspirational Message</li></ul>	<b>Sara Z. Duterte</b> <b>Secretary</b> Department of Education <b>Vice President</b> Republic of the Philippines
<ul style="list-style-type: none"><li>Opening Message and Presentation of Strand Direction</li></ul>	<b>Atty. Revsee A. Escobedo</b> Undersecretary for Operations
<ul style="list-style-type: none"><li>Presentation of DRRMS 2016-2022 Physical and Financial Accomplishments</li></ul>	<b>Atty. Christian E. Rivero</b> Director IV, DRRMS
<b>Lunch Break</b>	
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>	DRRMS
<ul style="list-style-type: none"><li>Presentation of For Comprehensive Release (FCR) fund allocation and Guidelines:<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></li></ul>	DRRMS
<ul style="list-style-type: none"><li>Open Forum</li></ul>	Host
<ul style="list-style-type: none"><li>Administrative Announcement</li></ul>	Host
<b>March 8, 2023</b>	
AM	
<ul style="list-style-type: none"><li>Preliminaries (Prayer, Mindfulness/energizer, Recap)</li></ul>	
<ul style="list-style-type: none"><li>Presentation of guidelines on the downloaded funds for Response Intervention</li></ul>	DRRMS
<ul style="list-style-type: none"><li>Open Forum</li></ul>	Host

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<b>Lunch Break</b>	
PM	
<ul style="list-style-type: none"> <li>• Planning and Programming of Programs, Projects, and Activities</li> </ul>	<b>ROGER B. MASAPOL</b> Director IV, Planning Service
<ul style="list-style-type: none"> <li>• Budget Utilization and report submission</li> </ul>	<b>Ana Marie C. Calapit</b> Director IV, Finance Service
<ul style="list-style-type: none"> <li>• Open Forum</li> </ul>	Host
<ul style="list-style-type: none"> <li>• Administrative Announcement</li> </ul>	Host
Solidarity Night	
<b>March 9, 2023</b>	
AM	
<ul style="list-style-type: none"> <li>• Preliminaries (Nationalistic Song, Prayer, Mindfulness/energizer, Recap)</li> </ul>	
<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
<ul style="list-style-type: none"> <li>• Open Forum</li> </ul>	Host
<b>Lunch Break</b>	
PM	
<ul style="list-style-type: none"> <li>• Wrapping-up and Ways Forward</li> </ul>	<b>Orlando Barachina</b> PDO IV and OIC Chief, DRRMS
<ul style="list-style-type: none"> <li>• Closing Message</li> </ul>	<b>Atty. Christian E. Rivero</b> Director IV, DRRMS
Distribution of Certificates	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>

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