



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

November 15, 2024

REGIONAL MEMORANDUM

No. **1445** s.2024

DISASTER PREPAREDNESS FOR TROPICAL STORM “PEPITO” AND ACTIVATION OF THE REGIONAL, DIVISION AND SCHOOL DRRM TEAMS

To: Schools Division Superintendent
School Governance & Operations Division Chief
Division DRRM Coordinator
All Others Concerned

1. In accordance with the DepEd Order No. 21, s. 2015 or the Disaster Risk Reduction and Management Coordination and Information Management Protocol, this Office hereby enjoins all Schools Division Offices and schools for the activation of the Regional, Division and School Disaster Risk Reduction and Management (DRRM) Teams in anticipation to the effects of Severe Tropical Storm “Pepito”.
2. This activation is parallel with the provision under DepEd Order No. 33 s. 2021 or the School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding and other Weather-related disturbances and calamities.
3. The following are the immediate actions to be taken:
 - a. All School and Division DRRM Teams are to be fully activated within the respective areas of responsibility (AOR). The teams shall be responsible for overseeing the preparation, planning and implementation of all Disaster Response and Early Recovery-related activities during the entire duration of STS “Pepito” response work, Saturdays, Sundays and Holidays included.
 - b. All DepEd Offices and schools must immediately prepare to store, organize and keep all supplies, electronic equipment such as laptops and printers and other Learning Materials (LMs), books and resources in a safe place/storage area. They are to assess and review the response plans for coordination with Local Government Units (LGUs) and partner agencies. Regular monitoring of the risk, hazards and vulnerabilities should be conducted to ensure readiness and resilience at all levels immediately.
 - c. All School DRRM Teams should provide rapid assessment reports through the use of RADAR app or equivalent reporting mechanism within 72 hours in the aftermath of STS “Pepito”.
 - d. Revisit and review the protocols on your school contingency plans for tropical cyclones.
 - e. Be updated on the latest weather bulletin and follow your local DRRM guidance in preparation for the impending hazard.



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- f. Secure school data and other pertinent documents for the purpose of reporting and documentation.
 - g. Ensure the availability of updated office and school baseline data.
 - h. Safeguard and transfer education resources and vital records on safe and elevated storage area.
 - i. Conduct inventory of office resources.
 - j. Disseminate information on the possible effect of hazards to all personnel and students.
 - k. Ensure that all electronic appliances are unplugged and secured.
 - l. Monitor effect of hazard including the possible use of schools as evacuation centers guided by provision of RA 10821 or the Children in Emergency Relief and Protection Act of 2016 and provisions under DepEd Order No. 33 s. 2021.
 - m. To all schools designated as evacuation centers by their respective barangays and municipalities. Please ensure that the identified safe classrooms are prepared and that the keys are handed over to the designated key holders in preparation for potential hazard.
4. Performance of duties related to disaster preparedness and response shall be always balanced with ensuring personal safety and security as the primary consideration.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: None

References: None

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

ACTIVATION

DRRM TEAM

DISASTER PREPAREDNESS

ESSD-SPPS-BCSA

