



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

January 31, 2025

REGIONAL MEMORANDUM

No. **103** s. 2025

**PARTICIPATION OF DIVISION DRRM FOCAL PERSONS IN THE
DIVISION SPORTS MEET AND 2025 EVRAA MEET**

To: Schools Division Superintendents
All Others Concerned

1. In adherence to the Department of Education's (DepEd) commitment to ensuring the safety and well-being of all participants in sporting events, and in line with the provisions of **DepEd Order No. 37, s. 2016**, titled "National Disaster Risk Reduction and Management Framework for Education (NDRRMF)," as well as the **Disaster Risk Reduction and Management Act of 2010 (Republic Act No. 10121)**, all Division DRRM Focal Persons and its designated DRRM Teams are directed to take an active role in their respective Division Sports Meets and in the 2025 Eastern Visayas Regional Athletic Association (EVRAA) Meet.

2. Relative to the organization and implementation of these significant events, the safety of athletes, coaches, and all participants must be prioritized. The following duties and responsibilities shall be observed by all Division DRRM Focal Persons:

a. Active Participation during the 2025 EVRAA Meet

The Regional DRRM Focal Person shall serve as the **Chair of the DRRM Committee** during the 2025 EVRAA Meet. The Regional DRRM Focal Person is tasked to lead the planning, coordination, and supervision of DRRM activities, ensuring that all safety protocols and procedures are in place for the duration of the event.

b. Responsibilities of Division DRRM Focal Persons

During their respective Division Sports Meets and the 2025 EVRAA Meet, Division DRRM Focal Persons shall fulfill the following key responsibilities to ensure the safety of all participants:

• **Venue Safety Inspection**

Ensure that all playing venues are thoroughly inspected for safety hazards, including but not limited to structural integrity, crowd control, and adequate first-aid and emergency response facilities. These checks must be conducted before the start of the event and continuously monitored throughout the duration of the meet.

• **Billeting Quarters Safety Checks**

Conduct safety inspections of all billeting quarters to ensure that accommodations are safe and conducive for the well-being of the athletes and other participants. Special attention must be given in setting-up of DRRM



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Corner to promote safety and security measures, the availability of emergency exits and general comfort of the participants.

- **Evacuation Orientation**

Orient all athletes, coaches, and participants on the designated evacuation routes in the event of an emergency. DRRM Focal Persons must ensure that these routes are clearly marked, and that all involved parties are familiar with the procedures to follow when an emergency arise.

- **Coordination with Local DRRM Authorities**

Actively coordinate with the Municipal or City Disaster Risk Reduction and Management Council (MDRRMC) and City or Provincial Disaster Risk Reduction and Management Council (CDRRMC) to ensure that appropriate emergency response teams, equipment, and supplies are on standby and ready for immediate deployment if necessary. Coordination must also include local law enforcement and health agencies to ensure holistic safety management. Posting of hotline numbers in all billeting quarters and in conspicuous areas around the playing venues is required.

3. Division DRRM Focal Persons shall submit a **Post-Event Safety Report** to the Regional DRRM Office, documenting the safety assessments, coordination efforts with local authorities, and any incidents or near-miss situations encountered during the event. The report must also include recommendations for improving safety measures in future sports events.

4. All Division DRRM Focal Persons shall attend the **Pre-Event Safety Briefing** to be conducted by the Regional DRRM Focal Person. The date and venue of the briefing will be communicated separately.

5. This Memorandum aims to ensure that all stakeholders in the 2025 EVRAA Meet and Division Sports Meets are well-prepared for any untoward incidents, and that the disaster risk reduction strategies are seamlessly integrated into these events.

6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosure: As Stated

Reference: As Stated

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

DRRM COMMITTEE

PARTICIPATION

SPORTS MEET

ESSD-SPPS-BCSA

