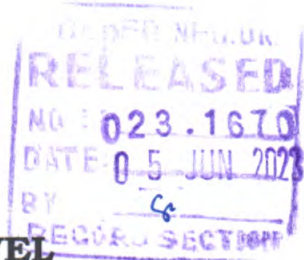




Republic of the Philippines
Department of Education
Schools Division of Negros Oriental

No.: J19**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

Name	JOSEPH R. GEMINA, PDO II – DRRM
Position/ Designation	Project Development Officer II – DRRM
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Participation on the 2023 National Disaster Risk Reduction and Management (DRRM) Mid-Year Evaluation and Planning Workshop
Host of Activity	DepEd Central Office
Inclusive Dates	June 27 – 30, 2023
Destination	Legazpi Convention Center, Legazpi City, Albay
Fund Source	Local Funds

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

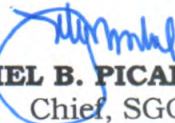

JOSEPH R. GEMINA
Project Development Officer II - DRRM

June 5, 2023

Name and Signature of Requesting Employee

Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.


RACHEL B. PICARDAL EdD
Chief, SGOD

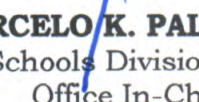
JUN 05 2023

Name and Signature of Recommending Authority

Date

APPROVED

By the authority of the Schools Division Superintendent


MARCELO K. PALISPIS EdD
Assistant Schools Division Superintendent
Office In-Charge

6/5/23

Name and Signature of Approving Authority

Date



Republic of the Philippines
Department of Education
OPERATIONS

OUOPS No. 2023-04-4510
MEMORANDUM

TO : Bureaus/Service Directors
Regional Directors
Schools Division Superintendents
Education Support Services Division Chiefs
Schools Governance and Operations Division Chiefs
Region and Division DRRM Coordinators
All Others Concerns

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : PARTICIPATION ON THE 2023 NATIONAL DISASTER RISK
REDUCTION AND MANAGEMENT (DRRM) MID-YEAR
EVALUATION AND PLANNING WORKSHOP

DATE : 10 May 2023

Relative to the ongoing implementation of Disaster Risk Reduction and Management (DRRM), and Climate Change Adaptation and Mitigation (CCAM), the Office of the Undersecretary for Operations (OUOps) through the Disaster Risk Reduction and Management Service (DRRMS) conducts the **2023 National DRRM Mid-Year Evaluation and Planning Workshop on 27-30 June 2023** at the **Legazpi Convention Center, Legazpi City, Albay**.

With this, the selected staff of DepEd Central offices, all the Chiefs of the Education Support Services Division (ESSD) of Regional Offices, all Chiefs of the School Governance and Operations Division of Division Offices, all DRRM Coordinators of Regions and Divisions are instructed to participate. The education partners are also invited to the said activity. See **Annex A** for the list of expected participants.

This 4-day workshop aims to:

- Provide guidance on the Strand direction and enhanced Disaster Risk Reduction and Management Service (DRRMS) Charter and Key Result Areas (KRAs);
- Assess the implementation status of the 1st Quarter FY 2023 DRRM and CCAM PPAs;
- Develop a catch-up plan for FY 2023 DRRM and CCAM PPAs;

DRRMS_CDP/05102023

Ground Floor, Rizal Building, DepEd Complex, Meralco Avenue Pasig City 1600
Email: ouops@deped.gov.ph; Website: www.deped.gov.ph
Tel. No.: (02) 8633-5313; (02) 8631-8492

- Provide guidance on the development of the field offices' FY 2024 Physical and Financial plans
- Offer an opportunity for DRRMS, DRRM Coordinators, and all its partners to share knowledge, including good DRRM and CCAM practices
- Serve as a platform for networking and fostering camaraderie as instruments to galvanize an inclusive, forward-looking, and innovative DepEd DRRMS.

See **Annex B** for the Program of Activities.

As a pre-work, concerned field offices can conduct 2nd Quarter Regional DRRM Meeting to revisit their respective 1st semester FY 2023 programs, projects, and activities. Division DRRM Coordinators are required to submit to their Regional DRRM Coordinators their respective catch-up plan for the remaining months of the year using the template that can be accessed in this link (bit.ly/2023_NMYEP_PreWork). The Regional DRRM Coordinator shall consolidate the Catch-up plan which will be presented and submitted during the conduct of the said workshop.

Participants in this event are required to accomplish the confirmation link (bit.ly/2023_DRRM_MidYear) on or before May 31, 2023, Wednesday and shall be aware of the Matrix of Board and Lodging:

DATE	BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER	ACCOMMODATION
Day 1	✓	✓	✓	✓	✓	✓
Day 2	✓	✓	✓	✓	✓	✓
Day 3	✓	✓	✓	✓	✓	✓
Day 4	✓	✓	✓	✓	✓	✓

The TWG will release the hotel assignment of all participants prior to the event. All participants will be ferried to their assigned hotel upon arrival on Day 1. There will be an assigned TWG member at Bicol International Airport who will assist the participants. Check-in at assigned accommodation is on June 27, 2023, at 2:00 PM, and check-out is on July 1, 2023.

Board and lodging of all participants shall be charged to the FY 2023 DPRP Current Fund downloaded to Region V. All other expenses such as supplies and materials and contingencies to be used/incurred during the activity, and local transportation and incidentals of participating DRRMS personnel, shall be charged to the FY 2023 DPRP Current Funds.

The local transportation (land/sea/air) and other allowable expenses of other participants including guests and partners shall be charged against their respective local funds.

All expenses shall be subject to the existing accounting and auditing rules and regulations.

Participants are advised to bring with them their laptops to be used during the breakout session.

Should you have clarification, questions and/or concerns on this subject, kindly contact Mr. Cecilio D. Peralta of DRRMS at (02) 8637 4933 or email at cdp@deped.gov.ph.

For your consideration and approval.

ANNEX B: PROGRAM OF ACTIVITIES (MYEP)

- Activity** : 2023 National Disaster Risk Reduction and Management Mid-Year Evaluation and Planning Workshop
- Date** : 27-30 June 2023
- Venue** : **Legazpi Convention Center, Legazpi City**
- Objectives** :
- To provide guidance on the Strand direction and enhanced Disaster Risk Reduction and Management Service (DRRMS) Charter and Key Result Areas (KRAs);
 - To assess the implementation status of the 1st Quarter FY 2023 DRRM and CCAM PPAs;
 - To develop a catch-up plan for FY 2023 DRRM and CCAM PPAs;
 - To provide guidance on the development of the field offices' FY 2024 Physical and Financial plans
 - To offer an opportunity for DRRMS, DRRM Coordinators, and all its partners to share knowledge, including good DRRM and CCAM practices
 - To serve as a platform for networking and fostering camaraderie as instruments to galvanize an inclusive, forward-looking, and innovative DepEd DRRMS.

Time	Activity	In-Charge
June 27, 2023 (Day 1)		
	<ul style="list-style-type: none"> • Arrival of the Management Team and Participants • Registration • Final Meeting of DRRMS and Region V TWG • Check-in of Participants • Dry Run/Tech Run 	DRRMS and Region V
June 28, 2023 (Day 2)		
8:00 AM – 8:15 AM	Preliminaries <ul style="list-style-type: none"> • National Anthem • Interfaith Prayer (Christian, Muslim and IP) • Regional Hymn • Quality Policy • Introduction of Participants and DRRMS staff 	Master of Ceremonies Region V
8:15 AM – 8:25 AM	Welcome Remarks	Dr. Gilbert T. Sadsad Regional Director, Region V
8:25 AM – 8:35 AM	Safety Briefing	PDRRMO Albay Province
8:35 AM – 8:40 AM	Mindfulness Session	Host Region
8:40 AM – 9:00 AM	Inspirational Message	Hon. Sarah Z. Duterte Vice President of the Republic of the Philippines and Secretary of the Department of Education
9:00 AM- 9:30 AM	Message of Support	Hon. Edcel Greco Alexandre Lagman Governor, Province of Albay

		Hon. Joey Salceda Representative, 2 nd District of Albay
		Hon Francis Escudero Senator, Republic of the Philippines
9:30 AM – 10:30 AM (Option: Recorded Video)	Opening Message and Presentation of Strand Direction	Atty. Revsee A. Escobedo Undersecretary for Operations
10:30 AM – 10:45 AM	Morning Break	
10:45 AM – 11:00 AM	Setting of Objectives and Presentation of the Enhanced DRRMS Charter and KRAs	Atty. Christian E. Rivero Director IV, DRRMS
11:00 AM – 11:30 AM	Open Forum	
11:30 AM – 12:00 Noon	Photo Opportunity	All Guests and Participants
12:00 NN - 1:00 PM	Lunch Break	
1:00 PM - 2:00 PM	<ul style="list-style-type: none"> • Presentation DRRMS FY 2023 Physical and Financial Status/Progress • Discussion of Gaps, Issues and Concerns on the Implementation of PPAs and Actions Taken • Discussion on the DRRMS Catch-Up plan 	CECILIO D. PERALTA OIC Assistant Chief
2:30 PM – 3:00 PM	Open Forum	
3:00 PM – 3:15 PM	Presentation of the Mechanics for Workshop 1	Lorenzo Masandero Technical Assistant II
3:15 PM – 5:00 PM	Workshop 1: Development of Regional Catch-up Plan	All Regions
5:00 PM – 5:10 PM	Administrative Announcement	Master of Ceremony
June 29, 2023 (Day 3)		
	Preliminaries	
8:00 AM – 8:30 AM	<ul style="list-style-type: none"> • Nationalistic Song • Morning Prayer • Mindfulness Exercise • Brief Management of Learning 	Master of Ceremony
8:30 AM – 10:30 AM	Presentation of Regional Catch-up Plan	Regional Offices
10:30 AM – 11:00 AM	Presentation of the Proposed FY 2024 Physical and Financial Plan of the DRRMS	Jemaima Dalogdog Technical Assistant I

11:00 AM – 11:30 AM	Open Forum	Master of Ceremonies
11:30 AM – 12:00 NN	Presentation of the result of CO and RO Convergence	Cecilio D. Peralta
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM – 1:30 PM	Open Forum	Master of Ceremonies
1:00 PM – 3:30 PM	Separate Session with ESSD and SGOD Chiefs	DRRMS
1:30 PM – 3:30 PM	DDRRMCAP Hour	
3:30 PM – 3:45 PM	Afternoon Break	
3:15 PM – 5:00 PM	Partner's Hour (to be attended by ERWG members only)	Nikko Joy Bognalbal Project Development Officer II
3:45 PM – 4:00 PM	Administrative Announcement	
7:00 PM – 10:00 PM	Cultural Night /Dinner	Region V
June 30, 2023 (Day 4)		
8:00 AM – 8:15 AM	Preliminaries <ul style="list-style-type: none"> • Morning Prayer • Mindfulness Exercise • Brief Management of Learning 	Region V
8:15 AM – 10:00 AM	Presentation of DepEd Region V DRRM and CCAM Initiatives and Innovations	Region V
10:00 AM – 10:15 AM	Morning Break	
10:15 AM – 11:00 AM	Presentation of Local Innovative Practices on Disaster Risk Reduction and Management and Climate Change Adaptation and Mitigation	Mr. Cedric Daep Chief, APSEMO
11:00 AM – 12:00 Noon	Open Forum	Region V
	Post Evaluation	
12:00 – 1:00 PM	Lunch Break	
1:00 PM – 1:15 PM	Energizer	
1:15 PM – 1:45 PM	Wrapping-up and Ways Forward	Orlando Barachina OIC Chief, DRRMS
1:45 PM – 2:00 PM	Closing Message	Atty Christian E. Rivero Director IV, DRRMS
2:00 PM – 4:00 PM	Distribution of Certificates	DRRMS
3:00 PM – 3:15 PM	Afternoon Break	
3:15 PM – 5:00 PM	Cliniquing	DRRMS

Ground Floor, Rizal Building, DepEd Complex, Meralco Avenue Pasig City 1600
Email: ourec@deped.gov.ph; Website: www.deped.gov.ph
Tel. No.: (02) 8633-5313; (02) 8631-8492

July 1, 2023 (Day 5)

8:00 AM – 12:00
NN

Departure of participants

All