



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

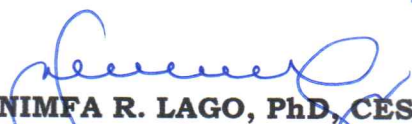
March 26, 2024

DIVISIONAL MEMORANDUM  
No. *///* s. 2024

**CONTINGENCY PLANNING IN SCHOOLS**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Elementary and Secondary School Heads  
*This Division*

1. Relative to OUOPS No. 2023-04-6762 dated July 25, 2023 re: Guidelines on the Utilization and Reporting of the FY 2023 Disaster Preparedness and Response Program (DRRP) Funds, Schools are informed on the conduct of Contingency Planning in Schools on April 2, 2024 (Tuesday), 8:00 am – 5:00 pm at Yugo Modern Japanese Restaurant, City Hall Drive, Ozamiz City.
2. This one-day activity is designed for schools to prepare for a wide range of emergencies, including natural disasters (such as earthquakes, floods, or landslides), medical emergencies, security threats, and other unforeseen events. It shall be attended by 58 School DRRM Coordinators of DepEd Ozamiz who shall bring a copy of their School Improvement Plan (SIP) as reference for the updating of existing contingency plans.
3. Participants are enjoined to bring laptops and extension wires during the activity. No registration fee is required. Queries regarding this matter can be channeled to Rhona M. Agustin, Division DRRM Coordinator at 09383096265.
4. This Office desires immediate dissemination of this Memorandum.

  
**NIMFA R. LAGO, PhD, CESO VI**

Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent



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