



July 20, 2015

DIVISION MEMORANDUM
 No. 442, s. 2015

COMPREHENSIVE SCHOOL SAFETY TRAINING

**To: Assistant Superintendent
 Division Supervisors/Coordinators
 District Supervisors/OICs
 Elementary School Heads**

1. The USAID *Basa Pilipinas* Post-Typhoon Haiyan Disaster Education Recovery Assistance, with its Education in Emergencies (EiE) component, implemented by Save the Children, will conduct the **Comprehensive School Safety Training** at Crown Regency Hotel, Fuente Osmeña, Cebu City on the following dates:

Dates	Participants
July 28-30, 2015	Elementary School Heads of Bantayan 1 & 2, Santa Fe, Madridejos, San Francisco, Tudela, Poro and Pilar
August 4-6, 2015	Elementary School Heads of Daanbantayan 1 & 2, San Remigio 1 & 2, Medellin, Tabogon and Tabuelan
August 18-20, 2015	ASDS, Division Supervisors/Coordinators, District Supervisors/OICs, District DRR Focal Persons, with the Elementary School Heads of Sogod and Borbon

2. This training aims to equip participants with relevant knowledge, skills and attitudes for them to identify and reduce risks in schools, make hazard maps, and plan for education continuity despite the occurrence of catastrophic events.
3. Participants are requested to bring the following to the venue:
 - a. USB flash drive for the soft copy of the training materials; and
 - b. transportation receipts for the reimbursement of the traveling expenses.
4. Participants are expected to arrive at the venue on Day 1 at 8:00 AM for the registration; however, participants from Bantayan and Camotes Islands may check-in in the afternoon of Day 0.
5. Traveling expenses, board and lodging and other expenses relative thereto, shall be chargeable against **USAID Basa Pilipinas Funds**, subject to availability and the usual accounting and auditing rules and regulations.
6. This Memorandum serves as participants' Authority to Travel.
7. Immediate dissemination of and compliance with this Memorandum is directed.

ARDEN D. MONISIT, Ed.D.
 Schools Division Superintendent

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RE: Basa and DepED upcoming activities

Sebial, Melanie

annp2go2012@yahoo.com.ph
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Hi Ma'am Ann and Ma'am Pam,

Thank you so much and congratulations for the recently concluded orientation for school heads and district heads. It was also a good time for us to update everyone on the upcoming activities around School DRRM Training (now called Comprehensive School Safety Training) for Yolanda sites, LAC Refresher, and distribution of Grade 3 materials.

As discussed, we are now proceeding with our upcoming Comprehensive School Safety Training. The following are the objectives of the training:

- To equip teachers, DRRM focal persons, planning officers and school heads with skills and knowledge in identifying risks, making hazard maps, and reducing risks in schools
- To plan for education continuity in the event of a disaster.

The following are the updated dates and groupings of the Comprehensive School Safety Training:

Participants	Date	Venue
School Heads of Bantayan and Camotes districts	July 28-30	Crown Regency Hotel, Fuente Osmena
School heads of Daanbantayan 1&2, San Remigio 1&2, Medellin, Tabogon, Tabuelan	Aug. 4-6	Crown Regency Hotel, Fuente Osmena
Reg'l, Division, District Supervisors & District DRR Focal Persons, and School Heads of Sogod & Borbon	Aug. 18-20	Crown Regency Hotel, Fuente Osmena

Kindly include the following items in the memo:

- Registration will start at 8am on day 1 and opening program is at 9am.
- Participants coming from the islands are expected to arrive a day before the training. The rest of the participants are expected to arrive on day 1 and check out for all participants is on day 3. Day 3 sessions will end by noon.
- First arranged meal for all participants is AM snacks on day 1.

Please let me know if you have further questions or concerns. Daghang salamat, Ma'am.

From: Sebial, Melanie
Sent: Wednesday, June 17, 2015 11:06 PM
To: annp2go2012@yahoo.com.ph
Subject: Basa and DepED upcoming activities

Hi Ma'am Ann,

As promised, the following are our upcoming activities:

Activity	Date	Venue	Remarks
Handover of Furniture and Grade 3 Materials in San Francisco, Camotes	June 23	San Francisco Central ES	The following USAID Representatives are attending: 1) Janice Schluter, Partner Vetting System Specialist

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