



Republic of the Philippines  
**Department of Education**  
Region VIII  
**SCHOOLS DIVISION OF CALBAYOG CITY**

August 10, 2026

**DIVISION MEMORANDUM**

No. 334\_s. 2026

**COORDINATION MEETING ON THE PROCUREMENT, UTILIZATION  
AND PROGRAM IMPLEMENTATION OF DRRM FUNDS FOR RESPONSE  
INTERVENTIONS**

To: Asst Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Administrative Officer II and School Bookkeepers  
All Others Concerned

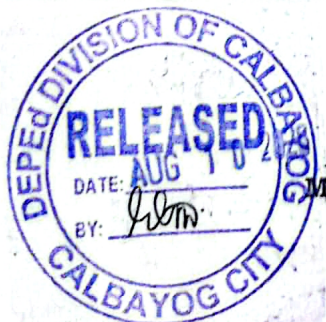
1. To ensure the timely, compliant, and efficient execution of Disaster Risk Reduction and Management (DRRM) funds for post-disaster response and recovery interventions, this Division will conduct a targeted Coordination Meeting on the Procurement, Utilization, and Program Implementation of DRRM Funds. on August 13, 2026, 1:30 P.M. to 5:00 P.M. at the Division Conference Hall.
2. This coordination aims to align technical, financial, and administrative processes among key implementation personnel to prevent delays in response operations and eliminate audit disallowances.
3. The participants of this coordination meeting are the following Division DRRM Focal, Division Engineers, BAC Secretariat, Division Accountant, Pre-Audit Staff and School Heads, Administrative Officers II and School Bookkeepers of the following schools:

| No. | School Name                                                 |
|-----|-------------------------------------------------------------|
| 1.  | Acedillo Integrated School                                  |
| 2.  | Baay Elementary School                                      |
| 3.  | Bante Elementary School                                     |
| 4.  | Bantian Elementary School                                   |
| 5.  | Bugtong Elementary School                                   |
| 6.  | Cabatuan Elementary School                                  |
| 7.  | Cagmanipis Norte Integrated School                          |
| 8.  | Cagnipa Elementary School                                   |
| 9.  | Cahumpan Elementary School                                  |
| 10. | Calbayog Arts and Design School of Eastern Visayas (CADSEV) |
| 11. | Calbayog City National High School                          |

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|     |                                              |
|-----|----------------------------------------------|
| 12. | Calbayog East Central Elementary School      |
| 13. | Calbayog Pilot Central Elementary School     |
| 14. | Capacuhan Elementary School                  |
| 15. | Carayman Elementary School                   |
| 16. | Dagum Elementary School                      |
| 17. | Giragaan Elementary School                   |
| 18. | Guinbaoyan Sur Elementary School             |
| 19. | Hamorawon Elementary School                  |
| 20. | La Paz Elementary School                     |
| 21. | Limarayon Integrated School                  |
| 22. | Longsob Elementary School                    |
| 23. | Mag-ubay Elementary School                   |
| 24. | Malaga National High School                  |
| 25. | Malajog Integrated School                    |
| 26. | Malopalo Elementary School                   |
| 27. | Matobato Elementary School                   |
| 28. | Panoytoy Integrated School                   |
| 29. | Peña 1 National High School                  |
| 30. | Pilar National Agricultural High School      |
| 31. | Rafael Lentejas Memorial School of Fisheries |
| 32. | Rizall Elementary School                     |
| 33. | San Joaquin Central Elementary School        |
| 34. | San Joaquin National High School             |
| 35. | San Policarpo National High School           |
| 36. | San Rufino Elementary School                 |
| 37. | Sigo Elementary School                       |
| 38. | Tabawan Integrated School                    |
| 39. | Tinambacan Central School                    |
| 40. | Tinaplacan Elementary School                 |
| 41. | Tomaligues Integrated School                 |
| 42. | Trinidad Central Elementary School           |
| 43. | Trinidad National High School                |

4. This memorandum shall serve as **Travel Authority** for all participants.
5. Travel and other incidental expenses relative to attendance at this activity shall be chargeable against local/school MOOE or other available funds, subject to usual accounting and audit rules and regulations.
6. Immediate dissemination of and compliance with this memorandum are desired.



For: *[Signature]*  
**MARGARITO A. CADAYONA, JR. PhD, CESO VI**  
 Schools Division Superintendent  
 80 # 147, S. 2020