



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

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August 13, 2026

**DIVISION MEMORANDUM**

No. 244, s. 2026

**QUARTERLY COORDINATION MEETINGS ON THE IMPLEMENTATION  
OF THE FY 2026 DISASTER RISK REDUCTION AND  
MANAGEMENT (DRRM) PROGRAM**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisor (CID & SGOD)  
Education Program Supervisor  
Public Schools District Supervisors  
All SGOD Personnel  
All Others Concerned

1. In accordance with **Central Office Memorandum OM-OUOPS-2026-04-00244** (dated March 31, 2026) regarding the *Implementing Guidelines on the Allocation, Downloading, Utilization, Documentation, Monitoring, and Reporting of the FY 2026 Disaster Preparedness and Response Program (DPRP) Funds*, the School Governance and Operations Division (SGOD), through the Social Mobilization and Networking-DRRM unit, will convene a series of **Quarterly Coordination Meetings**.

2. These sessions aim to ensure the effective implementation of DRRM programs and will be held at the **Division Office Conference Hall** according to the following schedule:

| QUARTER                 | DATE               | TIME                  | DISTRICT                       |
|-------------------------|--------------------|-----------------------|--------------------------------|
| 3 <sup>rd</sup> Quarter | September 24, 2026 | 8:00 AM – 12:00 NN    | Oquendo 1-3 and Tinambacan 1-3 |
|                         |                    | 1:00 P.M. – 5:00 P.M. | Calbayog 1-6                   |
| 4 <sup>th</sup> Quarter | November 19, 2026  | 8:00 AM – 12:00 NN    | Oquendo 1-3 and Tinambacan 1-3 |
|                         |                    | 1:00 P.M. – 5:00 P.M. | Calbayog 1-6                   |

3. Attendance is mandatory for **all 130 School Heads**, with all associated costs for meals to be charged against the **Disaster Preparedness and Response Program Fund (SARO No. OSEC-8-26-01613)**, provided that all

expenditures comply with standard accounting and auditing rules and regulations.

4. This memorandum serves as the **Official Travel Order** for all concerned participants.
5. For the information and guidance of all concerned.

  
**MARGARITO A. CADAYONA JR. PhD, CESO VI**  
Schools Division Superintendent 

