



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

21 July 2026

DIVISION MEMORANDUM
No. 493 s. 2026

**CAPACITY BUILDING FOR SCHOOL HEADS ON SCHOOL-BASED
HAZARD MANAGEMENT AND FIRE PREVENTION VIA
ELECTRICAL SAFETY PROTOCOLS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

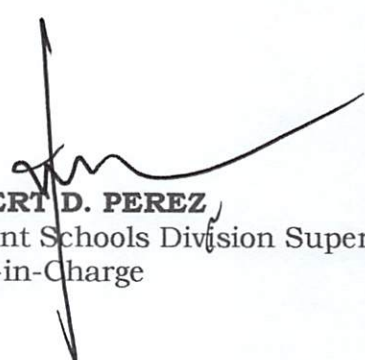
1. In reference to **Republic Act No. 10121** and **DepEd Order No. 28, s. 2016** emphasizes the strengthening of the Fire Safety and Awareness Program in schools, mandating preventive measures, fire safety inspections, and coordination with relevant agencies such as the Bureau of Fire Protection. **DepEd Order No. 23, s. 2015** encourages hazard identification and school watching activities, promoting awareness of both natural and human-induced hazards, including electrical and fire risks, this Office, through the School Governance and Operations Division, informs the field of the conduct of **Capacity Building for School Heads on School-Based Hazard Management and Fire Prevention Via Electrical Safety Protocols** on **July 30, 2026**, at **M.I. Sevilla Resort and Hotel, Brgy. Domoit, Lucena City**.
2. This activity aims to strengthen the capacity of school heads in identifying, assessing, and mitigating electrical and fire hazards within school premises while promoting effective fire prevention through proper electrical safety management. Specifically, it seeks to enable participants to identify and assess common electrical and fire hazards in classrooms, offices, laboratories, and other school facilities; demonstrate a comprehensive understanding of DepEd policies, national fire safety laws, electrical safety standards, and Disaster Risk Reduction and Management (DRRM) principles; and effectively apply these policies and standards in planning, implementing, and sustaining school-based fire prevention and safety programs.
3. Attached in this Memorandum is Enclosure 1, list of participants and technical working group.
4. **Meals and venue** shall be charged against the **Disaster Preparedness Response Program (DPRP) Funds** while **travel expenses** relative to the conduct of this activity shall be charged against the schools' **Maintenance and Other Operating Expenses (MOOE) or local funds** whichever is available. All expenses are subject to the usual accounting and auditing rules and regulations.
5. For further queries and clarification, you may contact **Ariel C. Cabuyao**, PDO II at 09338177135 or ariel.cabuyao@deped.gov.ph.

6. Immediate dissemination of and strict compliance to this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


HERBERT D. PEREZ,
Assistant Schools Division Superintendent
Officer-in-Charge

Encl.: As stated

References: Republic Act No. 10121

DepEd Order No. 28, s. 2016

DepEd Order No. 23, s. 2015

To be indicated in the Perpetual Index
under the following subjects:

ELECTRICAL
HAZARD
PREVENTION
TRAINING

SGOD- capacity building for school heads on school-based hazard management and fire prevention via electrical safety protocols
SGON9TP2-005243/July 21, 2026

Enclosure 1

LIST OF PARTICIPANTS AND TWG

No.	Participants	Position/Designation	School/Office
1.	Lorynel C. De Sagun	Head Teacher III	Alsam Integrated School
2.	Lilibeth B. Vargas	Teacher III/ Officer-in-Charge	Busal Integrated School
3.	Honesto P. Caagbay Jr.	School Principal I	Calumpang Integrated School
4.	Rowena O. Sabiduria	School Principal I	Cipriano J. Querubin Elementary School
5.	Mary Grace M. Cabili	School Principal II	Dapdap Integrated School
6.	Baby Lyn T. Olandes	Head Teacher III	Domoit Elementary School
7.	Teresa E. Andaya	School Principal II	East Palale Elementary School
8.	Emelia R. Eclarin	Assistant School Principal II/ Officer-in-Charge	Eugenio Francia Integrated School
9.	Alona C. Crisanto	School Principal III	Froilan E. Lopez Elementary School
10.	Aldwin V. Capistrano	Head Teacher III	Gibanga Elementary School
11.	Michael M. Safred	School Principal I	Ilasan Integrated School
12.	Girlie A. Abaricia	Head Teacher III / Officer-in-Charge	Ipilan-Alitao Elementary School
13.	Ronald O. Hugo	Master Teacher I / Officer-in-Charge	Katigan-Alupay Elementary School
14.	Larvin O. Labrada	School Principal I	Lakawan Elementary School
15.	Regicelle D. Cabaysa	School Principal I / OIC - SEPS Planning and Research	Lalo Elementary School
16.	Wenefredo B. Baylongo	School Principal I	Lawigue Elementary School
17.	Ronan R. Ranillo	School Principal III	Malao-a/Calantas Elementary School
18.	Arlene D. Pagana	Teacher III / Officer-in-Charge	Masin Elementary School
19.	Evelyn R. Palambiano	School Principal II	Mate Integrated School
20.	Joel N. Dela Cruz	School Principal I	Mayuwi Integrated School
21.	Luz A. Pacaigue	School Principal I	North Palale Elementary School
22.	Democrito C. Cabile Jr.	School Principal I	Pandakake Integrated School
23.	Dennis O. Labita	School Principal III	Potol Elementary School
24.	Ingrid A. Palad	School Principal II	South Palale Elementary School

25.	Elpidia C. Palayan	School Principal II	Tayabas East Central School
26.	Lea A. Cosico	School Principal II	Tayabas West Central School I
27.	Roderick O. Hugo	School Principal III	Tayabas West Central School II
28.	Natalia A. Andaya	School Principal II	Tayabas West Central School III
29.	Julieta M. Labita	School Principal I	Tayabas West Central School IV
30.	Reniel C. Cabuyao	School Principal I	Valencia Elementary School
31.	Corazon M. Oabel	School Principal II	West Palale Elementary School
32.	Cherry G. Hugo	School Principal II	Buenaventura Alandy National High School
33.	Gregorio I. Racelis	School Principal IV	Luis Palad Integrated High School
34.	Rempson P. Sumilang	School Principal I	Rosario Quesada Integrated National High School
35.	Joy B. Go	School Principal IV	West Palale National High School
36.	Adrian N. Naynes	Head Teacher I/ Officer-in-Charge	Talolong Integrated School
37.	Mila Rosa B. Pabularcon	PDO I/ School DRRM Alternate Coordinator	SPES/WPES/EPES
38.	Ma. Theresa P. Eslacin	PDO I/ School DRRM Alternate Coordinator	TECS/TWCS-II/ TWCS-III
39.	Frenalyne B. Tabernilla	PDO I/ School DRRM Alternate Coordinator	TWSC-I/IAES/ TWCS-IV
40.	Jobelle M. Maningas	PDO I/ School DRRM Alternate Coordinator	FELES/CIS/GES
41.	Raydis Palacio Rea	School Head	Little Mikko Child Learning Center
42.	Hazel Oribiana Hernandez	School Head	Maryhill College, Inc.
43.	SR. Rachelle L. Landicho, MCST	School Head	Saint John Bosco College of Tayabas, Inc.
44.	Jollie Ann L. Velacruz	Alternate DRRM Coordinator	Metro Lucena Integrated Learning Center, Inc.
45.	Jason P. Terciano	School Head	Casa del Niño Jesus de Tayabas
46.	Pastor Dante Narzabal	School Head	Pillars of Faith Christian Academy
47.	Father Alfonso M. Pena II	School Head	CNJP INC.
48.	Engr. Jaypee Escobar	Technical Assistant IV	SGOD
49.	Joshua A. Teope	Technical Assistant IV	SGOD

50.	Princess Talavera	Go STAN/Office Clerk	SGOD
51.	Nicole May L. Lumanglas	PDO I	SGOD
52.	Ariel C. Cabuyao	PDO II	SGOD