



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

26 October 2026

DIVISION MEMORANDUM

No. **706** s. 2026

**CONDUCT OF 2026 DISASTER RISK REDUCTION AND MANAGEMENT
(DRRM) YOUTH CAMP**

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

1. Pursuant to **Republic Act No. 10121** or the **Philippine Disaster Risk Reduction and Management Act of 2010** and **DepEd Order No. 37, s. 2015** this Office through the SGOD DRRM in partnership with Youth Formation Development Section will conduct **2026 DRRM Youth Camp** on **October 30-31, 2026**, at **Dapdap Integrated School**.

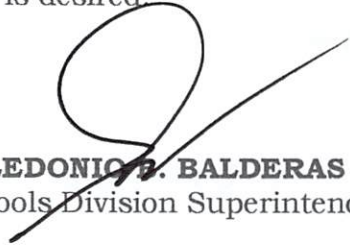
2. The objectives of the said activity are the following:

- Provide lifesaving and life-sustaining information and skills that protect children and young people during and after emergencies.
- Improve learners and teachers' skills in disaster preparedness, basic life support, and other areas, as well as their understanding of climate change adaptation.
- Analyze potential effects of disasters and of the strategies and methods.
- Establish student-led response teams that equipped with up-to-date trainings to assist schools before, during, and after a disaster strike.
- To encourage an exchange of experience and knowledge and the creation of networks amongst disaster managers; and
- Appreciate the importance of disaster management in the school as it plays an integral role in keeping it safe.

3. The participants to this activity are composed of Junior and Senior High Schools (*preferably member of YES-O/SSLG/DRRM/RCY organizations*) together with their chaperone. Schools are expected to encode the list of participants and chaperone to this link: <https://tinyurl.com/2026DRRMYouthCamp> until **October 26, 2026, 5:00 p.m.** Likewise, schools are expected to secure the parent consent of all the learner-participants.

4. Participants are requested to wear comfortable clothes during the activity and requested to bring the following: extra clothes, pen and paper, tent/beddings, snacks, packed lunch, water, personal hygiene kits and toiletries, cooking tools and foods to cook (for dinner and breakfast).

5. Meal expenses and supplies of technical working committee are charged to DPRP and PSF-LSP funds while travel expenses of all participants and TWG may be charged to other local funds or other available sources subject to existing accounting and auditing rules and regulations.
6. All teaching and non-teaching personnel involved in the conduct of DRRM related activities during weekends and holidays are given service credit for the services rendered as per **DepEd Order No. 13, s. 2024** and compensatory overtime credit for non-teaching personnel as per **CSC and DBM Joint Circular No. 2, s. 2004**.
7. Attached are Enclosure 1 - program matrix and Enclosure 2 - list of technical working committee, for more information and guidance of all concerned.
8. All technical working committee are expected to come on **October 30, 2026, 9:00 am** at **Dapdap IS** for the preparatory activity.
9. For further queries and clarification, you may contact **Ariel C. Cabuyao**, PDO II at 09338177135 or ariel. cabuyao@deped.gov.ph or **Nicole May L. Lumanglas**, SCAI at 09151501940 or nicolemay.lumanglas@deped.gov.ph or **Arjoy C. Demandante**, PDO I at 09182926468 or arjoy.demandante@deped.gov.ph.
10. Immediate dissemination of this Memorandum is desired.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated

References: Republic Act No. 10121

DepEd Order No. 37, s. 2015

DepEd Order No. 13, s. 2024

CSC and DBM Joint Circular No. 2, s. 2004

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

DRRM
YOUTH CAMP

SGOD- conduct of 2026 disaster risk reduction and management (drrm) youth camp
SGOIJ08C-005905/October 26, 2026

Enclosure 1 – Program Matrix

		DRRM Youth Camp Program	
DAY 1			
Time	Duration	Activities	Person Involved
3:00 – 3:30pm	30 mins	Arrival of the participants / Registration	TWG
3:30 – 4:00pm	30 mins	Opening Program	AVP
4:00 – 5:00pm	60 mins	Leadership Training	Lindsy O. Sombrero - Former DFSSLG President
5:00 – 6:30	90 mins	Dinner/Cookout	
6:30 – 8:00	90 mins	Fire Safety	BFP Officers
8:00 – 9:00	60 mins	Responsible use of AI	Montano L. Agudilla, Jr.
9:00 – 5:30	510 mins	Lights Out/ Nap time	
DAY 2			
5:30 – 7:30	120 mins	Preparatory Activity/ Breakfast	
7:30-8:00	30 mins	MOL/ Recap	
8:00 – 9:00	60 mins	Violence Against Woman and Children/ CICL	PNP Officer
9:00 – 10:00	60 mins	Road Safety	LGU Head Traffic Enforcer
10:00 – 10:15	15 mins	Health Break	
10:15 – 11:30	75 mins	Basic Life Support and Triangular Bandage Training	LGU CDRRMO Staffs
11:30-12:00	30mins	Closing Program	

Enclosure 2 – PROGRAM MANAGEMENT TEAM AND TERMS OF REFERENCE

Overall Chairperson: Celedonio B. Balderas Jr.
Schools Division Superintendent

Co- chairpersons: Herbert D. Perez, ASDS
Imelda C. Raymundo, Chief – SGOD

Committee	Person/s In-Charge	Terms of Reference
Program Manager	Imelda C. Raymundo	- Oversees the implementation of the entire program. - Orients the PMT and resource persons on their terms of reference and details of the program design - Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards - Leads the debriefing sessions with the PMT and resource speakers - Leads in crafting the Program Completion Report
Learning Manager	Ariel C. Cabuyao Nicole May L. Lumanglas Arjoy C. Demandante	- Leads the conduct of the program per session room - Ensures that the program is carried out based on the detailed design in collaboration with the resource persons - Prepares and maintains a conducive learning environment by facilitating unfreezing, levelling of expectations, and norm-setting activities and by addressing emerging learning needs - Facilitates management of learning activities as scheduled and as needed
Resource Speakers / Subject Matter Experts	CDRRM Officers BFP Officer Traffic Enforcers Lindsy O. Sombrero PNP Officers Montano L. Agudilla	- Applies effective presentation and facilitation techniques in conducting assigned sessions - Provides expert content input during learning sessions

M&E Officer	Montano L. Agudilla, Jr.	- Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT - Applies process observation and prescribed tools to monitor and evaluate program delivery - Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing - Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation - Prepares Post-Program Delivery M&E Report and submits to PM for inclusion in the Program Completion Report
Registration/ Certificate/ Awards/ Support Committee	Princess A. Talavera La Trisha R. Dalit	- Ensures the completion of attendance and registration documents - Prepares certificates of participation, recognition and appearances - Assists the program proponents during the conduct of the activity
Documenter/ Secretariat	Princess A. Talavera La Trisha R. Dalit	- Documents the proceedings of the learning sessions using the prescribed documentation template - Take photos of the different parts of the program delivery - Attends to registration needs of learners/participants - Ensures that the learners/participants fill up attendance sheets every day. - Assists in the distribution of learning materials and supplies - Assists in the collection of session outputs - Compiles session documents and learning resource materials

Logistics Officer	Ariel C. Cabuyao Nicole May L. Lumanglas Arjoy C. Demandante	- Ensures the quality, adequacy, and availability of facilities and resources to support the successful implementation of the program - Leads the ocular inspection of venues to ensure adherence to standards and specifications - Checks that session rooms are always ready for use and conducive to learning
Welfare Officer	Lailani T. Omlas	- Ensures that provisions for inclusion, safety, security, health and wellness of participants, PMT, resource persons are adequate and available at all times in the venue - Attends to emerging inclusion, safety security, health and wellness concerns of participants, PMT and resource persons (including incidents of social exclusion, sexual harassment, etc.)
Finance Officers	Benjamin Millares Agnes Luzadas	- Oversees all finance related concerns of the program, including the efficient allocation and timely release of funds as well as the documentation for liquidation - Initiates procurement processes of resources, materials and relevant services and follow up fund's disbursement with appropriate offices - Monitors and documents all disbursements against budget to support liquidation. - Liquidates all fund disbursement and prepares a financial report.