



121321-040

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

13 DEC 2021

## NOTICE OF MEETING

Tracking No.: 150

**EMERGENCY MEETING OF THE SCHOOL DRRM COORDINATORS IN  
PREPARATION FOR TROPICAL CYCLONE ODETTE**

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

Please be informed that there will be an emergency meeting of all the School Disaster Risk Reduction and Management Coordinators on December 14, 2021 at 3:00 o'clock in the afternoon via Google Meet ([meet.google.com/pxh-bdzf-jwk](https://meet.google.com/pxh-bdzf-jwk)) to discuss the following agenda:

1. Relay of Information from the National Disaster Risk Reduction Management Service on the measures to put in place relative to Tropical Cyclone Odette
2. Review of existing protocols BEFORE, DURING and AFTER the occurrence of the Tropical Cyclone

Your 100% attendance is hereby enjoined.

**GERLIE M. ILAGAN, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent



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