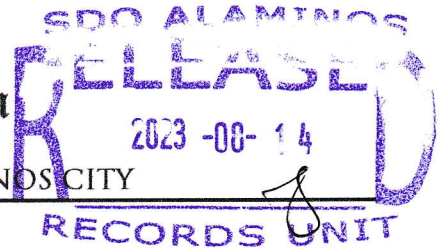




Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OFFICE OF ALAMINOS CITY



**DIVISION MEMORANDUM**  
**DM-2023-361**

**TO :** Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD)  
Heads of Public Elementary and Secondary Schools  
and Officers-In-Charge of Public Elementary and Secondary Schools  
All others concerned

**SUBJECT :** **DESIGNATION OF SCHOOL DISASTER RISK REDUCTION AND MANAGEMENT COORDINATORS AND ALTERNATES FOR SY. 2023-2024**

**FROM :** Office of the Schools Division Superintendent

**DATE :** August 9, 2023

1. Pursuant to DepEd Order No. 33, s. 2021 or the School-Based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding and other weather-related disturbances and calamities under Enclosure No. 1, Section V. 13, a School DRRM (SDRRM) Coordinator shall be designated in each school to support the School Head. As an update to Department Order No. 21, s. 2015 or the Disaster Risk Reduction and Management Coordination and Information Protocol, SDRRM Coordinator shall be different from the School Head to allow for dedicated personnel to handle DRRM corners. Moreover, Section V. 14. states that in cases of temporary incapacity of the SDRRM Coordinator, an alternate SDRRM Coordinator shall be designated by the School Head to ensure continued implementation of School DRRM measures.
2. Relative to this, School Heads and Officers-in-Charge of elementary and secondary schools are hereby requested to submit to the Disaster Risk Reduction and Management Unit of the School Governance and Operations Division the official school designation order of their respective School DRRM Coordinators and Alternate/s for the school year 2023-2024 not later than August 24, 2023.
3. For information, guidance and compliance.

**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Schools Division Superintendent

***With hundred reasons to serve!***