




MEMORANDUM

TO : Heads, Public Elementary and Secondary Schools
School Disaster Coordinators
All Others Concerned

FROM :  **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

SUBJECT : **School DRRM Coordinators Meeting**

DATE : June 5, 2018

There will be a meeting of all Public School Disaster Risk Reduction and Management Coordinators on **Friday, June 8, 2018** at the Mayamot NHS Conference Room from 2:00 to 5:00 PM.

Agenda:

1. DRRM Training
2. DRRM Tools and Kits
3. Contingency Plan Updates
4. Rainy Season Preparedness
5. Other Matters

It is also requested that all School DRRM Coordinators shall come fifteen (15) minutes before the start of meeting proper.

Attendance of all concerned is expected.