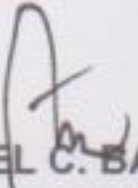




MEMORANDUM

TO : Public Schools District Supervisor
Heads, Public Elementary and Secondary Schools
School Disaster Risk Reduction and Management Coordinators
All Others Concerned

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

SUBJECT : **3rd Quarter Meeting**

DATE : August 28, 2018

There will be a meeting of all School Disaster Risk Reduction and Management Coordinators on **Friday, August 31, 2018** at Mayamot Elementary School from 3:00pm onwards.

Agenda:

1. DRRM Reports
 - a. 1st to 3rd Quarter NSED Report (Hard Copy)
 - b. NDRM after activity Report (Hard Copy)
 - c. Data Extraction Tool (Hard Copy)
 - d. Hazard Mapping (Hard Copy)
 - e. Family Preparedness (Consolidation Hard Copy)
2. Future Trainings
3. DRRM Awards
4. Other Matters

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

If the coordinators class is in the afternoon please send your assistant.

Attendance of all concerned is expected.