



Republic of the Philippines
Department of Education
Schools Division of Benguet

DepEd-Benguet Division
APR 08 2024
RELEASED

04 April 2024

DIVISION MEMORANDUM

No. 116, s. 2024

GUIDELINES IN THE UTILIZATION OF DOWNLOADED SUPPORT FUND FOR THE FINALIZATION OF SCHOOLS' CONTINGENCY PLAN

To: Assistant Schools Division Superintendent
 Chiefs, SGOD and CID
 Public Schools District Supervisors/Districts-in-charge
 School Heads

1. The Department of Education (DepEd) conducts an annual contingency planning to ensure effective preparation and response to disasters and/or emergencies. This is crucial in addressing the vulnerabilities of the education sector and ensuring the continuous delivery of equitable education amidst natural and human-induced hazards.
2. To support this initiative, the DepEd Disaster Risk Reduction and Management Service (DRRMS) provides funds for regional offices, division office, and school-level training/writeshop.
3. The SDO Benguet, through the School Governance and Operations Division (SGOD), has conducted a series of clustered schools contingency planning workshops to capacitate the key school personnel who will lead in the crafting/updating of their school's contingency plans for SY 2023-2024. To facilitate the finalization and approval of the schools' CP, a minimal amount of Php6,000.00 will be downloaded to selected schools that will lead other schools within the same barangay, to present their outputs to their external stakeholders (e.g. BLGU).
4. Attached is the list of schools to be downloaded with the support funds and the implementing guidelines for the utilization of said funds. It is expected that said funds will be utilized on or before April 30, 2024, together with the submitted final school contingency plans.
5. For immediate dissemination, guidance, and compliance of all concerned.


SALLY L. BANAKEN - ULLALIM CESO V
 Schools Division Superintendent

References: as stated

SGOD/CES/drrm.nib



Address: Wangal, La Trinidad, Benguet
 Telephone Number: (074) 422-6570
 Email: benguet@deped.gov.ph
 Facebook Page: DepEd Tayo Benguet



**GUIDELINES IN THE UTILIZATION OF THE SCHOOL CONTINGENCY PLANNING
SUPPORT FUNDS, SY 2023-2024**

- A. The funds for the school-level Writeshop on the development and/or enhancement of existing school contingency plan will **be downloaded to selected schools who will lead other schools** in the finalization and presentation of their school CP to their respective key stakeholders/partners.
- B. Minimum of six (6) participants is required for every 6,000 pesos downloaded. Participants should be composed of the school head/s, school DRRM Team, barangay Captain or its representative, School PTA President or his/her representative, SELG/SSLG President or representative, among others.
- C. The fund downloaded shall be used to cover morning and afternoon snacks, lunch, and workshop materials.
- D. Attached is the clustering of schools based primarily by barangay. However, discretion may be given to district supervisors to re-arrange the schools provided that the main objective/s are not compromised.
- E. Concerned school finance personnel shall monitor the judicious use of said funds while all school heads must make sure that approved school contingency plans are submitted to the division office on or before 30 April 2024.

**LIST OF SCHOOLS TO BE DOWNLOADED WITH DRRM SUPPORT FUNDS INTENDED FOR
FINALIZATION OF SCHOOL CONTINGENCY PLANS**

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Abiang, Atok	Adoyunan ES	Dalmacio Miguel PS	6,000.00
Caliking, Atok	Cagui-ing IS	Balansi Arenos ES	6,000.00
		Bilis ES	
Cattubo, Atok	Rufino Alawas ES	Camp 30 NHS	6,000.00
		Camp 30 ES	
Naguey, Atok	Naguey ES	Calasipan ES	6,000.00
		Oyusan PS	
Paoay, Atok	Bosleng ES	Boneng IS	6,000.00
		Beckes Pol-oc PS	6,000.00
		Bonglo ES	
Poblacion, Atok	Celo Haight ES	Englandad PS	6,000.00
		Franklin Guy Haight NHS	6,000.00
Topdac, Atok	FP Cating ES	Busoc PS	6,000.00
		MP Laruan ES	
Ampusongan, Bakun	Topdac ES	Ja'pa PS	6,000.00
		Ampusongan NHS	6,000.00
Bagu, Bakun	Bagu IS	Tanas ES	6,000.00
		Ampusongan ES	
		Cabutotan ES	
Dalipey, Bakun	Talbino ES	Barbarit PS	6,000.00
		Dio-alan PS	
		Copcopit PS	6,000.00
		Masalin PS	
		Palidan ES	
Gambang, Bakun	Bagtangan ES	Ketagan-Cabatan ES	6,000.00
		Guing-oy PS	
		Batanes PS	6,000.00
		Labinio-Acquisio ES	
		Labinio-Mariano ES	
Kayapa, Bakun	Kayapa NHS	Tingbaoen-Galisen ES	6,000.00
		Yugo Bantaes PS	
		Bulisay PS	6,000.00
		Cadsi Amoy ES (Bilig ES)	
		Mateo Balsaoen ES	
		Kayapa ES	
Poblacion, Bakun	Bakun NHS	Legab ES	6,000.00
		Nagawa ES	
		Bakun CS	6,000.00
Sinacbat, Bakun	Sinacbat NHS	Tap-ayao-Abiyang ES	6,000.00
		Alicay-Segundo ES	6,000.00
		Lamew ES	
Ambuklao, Bokod	Alfredo P. Chanao ES	Sinacbat ES	6,000.00
		Bangao ES	12,000.00
		Kiweng PS	
		Adonot ES	
		Banao ES	
	Bangen ES		
	Ambuklao NHS	Ambuklao ES	6,000.00
Bila, Bokod	Palansa ES	Bila ES	6,000.00
		Alberto Cuilan Mem. Sch.	
Bobok-Bisal, Bokod	Kawal ES	Bisal ES	6,000.00
		Otbong PS	
Daklan, Bokod	Daklan NHS	Daklan ES	6,000.00
		Ambangeg NHS	6,000.00
		Ambangeg ES	6,000.00
		Bunagan PS	
		Pidile PS	

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Ekip, Bokod		Ekip ES	To be distributed with other schools (c/o cluster heads)
		Backian Guiniawan PS	
		Line 10 PS	
		Poodan PS	
Karao, Bokod	Karao ES	Celo Doni PS	6,000.00
		Karao Tribe PS	
Nawal, Bokod	Nawal IS	Wakal ES	6,000.00
		Bawempeta PS	
Pito, Bokod	Bokod NHS	Pilpiok ES	6,000.00
		Akbot Alicnas PS	
		Galsa PS	
Poblacion, Bokod	Bokod CS	Ambayec PS	6,000.00
		Bantas Suanding ES	
		Bulo ES	
Tikey, Bokod	Camanggaan ES	Tikey PS	6,000.00
		Liboong PS	
Abatan, Buguias	Abatan ES		6,000.00
Amgaleyguey, Buguias	Sinipsip ES	Saclalan Sagandoy ES	6,000.00
		Sagandoy ES	
Amlimay, Buguias	Amlimay IS	Guioeng ES	6,000.00
		Kimpit PS	
		Tonglo-Cariño PS	
Baculongan Norte, Buguias	Bano-oy ES	Bangsalan-Daganos PS	6,000.00
		Pugo Jame Mocate ES	
Baulongan Sur, Buguias	Bad-ayan IS	Cayapas ES	6,000.00
		Deccan ES	
		Orlani Telitel PS	
		Paing ES	
Bangao, Buguias	Bangao NHS	Cotcot-Talabis ES	12,000.00
		Lam-ayan IS	
		Bangao-Moreno ES	
		Tin-apan PS	
		Tindo-Bosania ES	
Buyacaoan, Buguias	Buyacaoan ES	Antopac-Lusong PS	6,000.00
		Bayoyo-Lukingan-Awal ES	
		Bekes ES	
		Calamagan PS	
Catlubong, Buguias	Catlubong NHS	Matso-Tokiyas ES	6,000.00
		Bot-oan ES	
		Catlubong-Adiston ES	
Lengaoan, Buguias	Lengaoan-Waking IS	Cayat-Laduan ES	6,000.00
Loo, Buguias	Loo NHS		6,000.00
	Loo ES	Taba-ao Marcos ES	6,000.00
Natubleng, Buguias	Natubleng NHS	Pan-ayaoan ES	6,000.00
		Cabuguiasan PS	
		Nabalicong Saltin ES	
Poblacion, Buguias	Buguias CS	Natubleng ES	6,000.00
		Engay Willie Bay-an PS	
		Buguias NHS	
Sebang, Buguias	Bacasen-Wakit	Naytokyab ES	6,000.00
		Alapang ES	
Gumatdang, Itogon	Gumatdang IS	Pasbol-Belino ES	6,000.00

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Loacan, Itogon	Loacan ES	Loacan NHS	12,000.00
		Labilab ES	
		Liang PS	
		Luneta ES	
		Maximino F. Lopez ES	
		Tocmo IS	
Tinongdan, Itogon	Fianza MNHS	Binga NHS	18,000.00
		Binga ES	
		Botic ES	
		Domolpos Com. School	
		Jose F. Opiles ES	
		Lusod Com. School	
		Saybuan PS	
		Tinongdan ES	
Tuding, Itogon	Pacalso ES	Baguio Gold ES	6,000.00
		Tuding ES	
	AMPMNHS		6,000.00
Ucab, Itogon	Ucab ES	Gold Creek ES	6,000.00
		Midas ES	
Ampucaao, Itogon	Manganese IS	Ampucaao ES	12,000.00
		Banget ES	
		Dalicno ES	
		Lab-ang Com. Sch.	
		Alejandro L. Altiga Sr. ES (Simpa PS)	
		Tapsan ES	
Dalupirip, Itogon	Laurencio Fianza NHS	Fianza ES	12,000.00
		Lawiguen Com. Sch.	
		Oling ES	
		Sayo PS	
		Tabu ES	
Poblacion, Itogon	Itogon CS	Goldfield ES	6,000.00
		Solomon Solano ES	
		Daynet ES	
Virac, Itogon	Virac IS	Acupan ES	6,000.00
		Balatoc ES	
Adaoay, Kabayan	Adaoay NHS	Adaoay ES	6,000.00
		Anchokey PS	
Ballay, Kabayan	Ballay IS	Bio B. Modol ES	6,000.00
		Tinaleb ES	
Bashoy, Kabayan	Mt. Pulag ES	Bashoy ES	6,000.00
		Lebeng PS	
Batan, Kabayan	Tamang ES	Batan ES	6,000.00
		Duacan PS	
Eddet, Kabayan	Abucot IS	Eddet ES	6,000.00
Gusaran, Kabayan	Kamora NHS	Asokong Pacso ES	6,000.00
		Chapides ES	
Pacso, Kabayan	James Calabias ES	Mongoto ES	6,000.00
Poblacion, Kabayan	Kabayan Central IS	Kabayan Barrio ES	6,000.00
Tawangan, Kabayan Lusod, Kabayan	Tawangan-Lusod NHS	Tawangan ES	6,000.00
		Awing PS	
		Lusod ES	

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Balakbak, Kapangan	GBDAIS		6,000.00
	Balakbak ES	Tawang Bo. Sch.	6,000.00
		Beleng-Belis Bo. Sch.	
		Boklaoan ES	
		Cayapes Bo. Sch.	
Central, Kapangan	Kapangan Central NHS	Kapangan CS	6,000.00
Gadang, Kapangan	Gadang ES	Laoangan Bo. Sch.	6,000.00
		Liblibeng Bo. Sch.	
Gaswiling and Labueg, Kapangan	Gaswiling IS	Kaliwaga Bo. Sch.	6,000.00
		Baguionas Bo. Sch.	
		Catiaoan Bo. Sch.	
		Longboy ES	
Paykek and Pongayan, Kapangan	Lomon ES	Paykek ES	6,000.00
		Pongayan BS	
Pudong, Kapangan	Tadayan BS	Pudong ES	6,000.00
		Toplac BS	
Sagubo, Kapangan	Sagubo ES	Kapangan NHS	6,000.00
		Ampongot ES	
Taba-ao and Cuba, Kapangan	Taba-ao IS	Ubod Bo. Sch.	6,000.00
		Pakawan Bo. Sch.	
		Cuba Bo. Sch.	
Badeo, Kibungan	Mocgao IS	Badeo BS	6,000.00
		Tableo BS	
Lubo, Kibungan	Lubo IS	Gasal BS	6,000.00
Madaymen, Kibungan	Pakpakitan ES	Camilo Lucaben ES	12,000.00
		Enrique Jose ES	
		Napsong Bo. Sch.	
Palina, Kibungan	Palina ES	Legleg BS	6,000.00
		Tabbac BS	
Poblacion, Kibungan	Kibungan CS	Polis BS	6,000.00
		Kibungan NHS	
Sagpat, Kibungan	Saddle ES	Ewa-Bokes ES	6,000.00
		Sagpat IS	
		Sapdaan PS	
Tacadang, Kibungan	Tacadang IS	Batangan ES	6,000.00
		Bekes ES	
		Es-Esa Soblino Alodos ES	
		Lanipew Bo. Sch.	
		Les-eng PS	
Alapang, La Trinidad	Don Pulas ES		6,000.00
Aino, La Trinidad	Alno-Kadoorie ES	Alno NHS	6,000.00
Ambiong, La Trinidad	Ambiong NHS	Ambiong ES	
Balili and Bahong, La Trinidad	Balili ES	Bahong ES	6,000.00
Beckel, La Trinidad	Lamut ES	Eastern LTNHS	6,000.00
		Bekkel ES	
Bineng, La Trinidad	Bineng ES	Bineng NHS	6,000.00
		Bodiweng ES	
Lubas, La Trinidad	Lubas ES	La Trinidad NHS	18,000.00
		Tawang ES	
		Pico ES	
Poblacion, La Trinidad	La Trinidad CS		6,000.00
	Buyagan ES		6,000.00

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Puguis, La Trinidad	Puguis ES		6,000.00
	Longlong ES	Lantang ES Puguis NHS	6,000.00
Shilan, La Trinidad	Tacdian ES	Pagal ES	6,000.00
		Balukas ES	
Wangal, La Trinidad	Wangal ES	Talinguoy ES	6,000.00
		CRSHS	
		Benguet SPED Center	
Balili, Mankayan	Mogao IS	Am-am ES	18,000.00
		Ayosep PS	
		Balili ES	
		Dagadag PS (Cada PS)	
		Sayapot PS	
		Balili NHS	
Bedbed, Mankayan	Bedbed NHS	Beded ES	6,000.00
		Payeo PS	
Bulalacao, Mankayan	Bulalacao NHS	Bulalacao ES	6,000.00
		Ca-ew ES	
		Cotcot PS	
Cabacab, Mankayan	Cabacab NHS	Cabacab ES	6,000.00
Cabitin, Mankayan	Cabiten NHS	Cabitin ES	12,000.00
		Camanpaguey IS	
		Guiweng PS	
		Las-igan ES	
		Mantiyeng PS	
Colalo, Mankayan	Colalo ES	Ampuntoc PS	6,000.00
		Baguyos PS	
Guinaoang, Mankayan	Guinaoang NHS	Guinaoang ES	6,000.00
Paco, Mankayan	Lepanto NHS	Lepanto ES	6,000.00
		Paco ES	
Palasaan and Palatong, Mankayan	Tabio NHS	Lap-angan PS	6,000.00
Poblacion, Mankayan	Mankayan NHS	Mankayan CS	6,000.00
Sapid and Suyoc, Mankayan	Marivic ES	Sapid ES	6,000.00
		Pacda PS	
		Suyoc ES	
Tabio, Mankayan	Palatong ES	Bato PS	6,000.00
Taneg, Mankayan	Taneg ES	Taneg PS	6,000.00
		Ulsino PS	
Bagong and Balluay, Sablan	Mating Mangosan ES	Jose Gonzales ES	6,000.00
		Yabyabuan MG School	
		Omas Ampaguey IS	
Banengbeng and Bayabas, Sablan	Ebbes ES	Sumakey MG School	6,000.00
		Bayabas MG School	
		Talete MG School	
Kamog, Sablan	Sablan NHS	Michael G. Angel ES	6,000.00
Pappa, Sablan	Pappa MG School	Taya MG School	6,000.00
Poblacion, Sablan	Sablan CS	Palali ES	6,000.00
Ansagan, Tuba	Saguitlang IS	Labney PS	12,000.00
		Lubas ES	
		Pimmingan ES	
		Sioco Carino ES	
		Marcelo Marquez NHS	

District and Barangay	Name of Lead School	Suggested school/s to be included	Amount downloaded to lead school
Camp 1, Tuba	Paran Laruan ES	Klondykes ES	6,000.00
		Ligay ES	
Camp 3, Tuba	Camp 3 ES	Torre ES	6,000.00
Camp 4 and Camp 6, Tuba	Camp 6 ES	Camp 4 ES	6,000.00
		Evelio Javier MNHS	
Nangalisan, Tuba	Nangalisan ES	Asin ES	6,000.00
		Batuan ES	
		Tuba NHS	
Poblacion, Tuba	Tuba CS	Besong-Saddle PS	6,000.00
		Kabuyao ES	
		Tuba Central NHS	
San Pascual and Tabaan Norte, Tuba	Miguel Palispis IS	San Pascual ES	6,000.00
		Toybongan ES	
Tabaan Sur, Tuba	Indaoac ES	Andolor PS	6,000.00
Tadiangan, Tuba	Kiwis IS	Gilbert Semon ES	6,000.00
		Tagadi Housing ES	
		Yagyagan ES	
Taloy Norte, Tuba	Taloy Norte ES	Mariano Sabarino ES	6,000.00
Taloy Sur, Tuba	Poyopoy ES	Salpang ES	6,000.00
		Taloy Sur ES	
		Taloy Sur NHS	
Twin Peaks, Tuba	Twin Peaks NHS	Gavino Palaoag ES	6,000.00
Ambassador, Tublay	Pontino ES	Dorencio ES	6,000.00
		Luisa Becka ES	
		Mamuyod ES	
		Sto. Niño ES	
Ambongdolan, Tublay	Ambongdolan ES	Langbis PS	6,000.00
Baayan, Tublay	Basil ES	Baayan ES	6,000.00
		Baayan ES-Annex	
Cponga, Tublay	Tublay School of Home Industries	Palew ES	12,000.00
		Paoad ES	
Central Tublay, Tublay	Tublay National Trade HS	Tublay Central ES	6,000.00
Daclan, Tublay	Albis ES	Ciriaco Magno ES	6,000.00
		Pangablan PS	
Tuel, Tublay	Moran ES	Balangabang ES	6,000.00
		Dackias ES	
TOTAL			870,000.00