
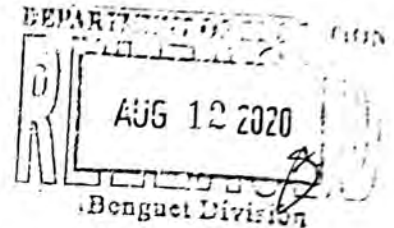
	Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet		Document Code: SDO-BENG- QF-OSDS-SDS-003 Revision: 00 Effectivity date: 09-10-2019
	DIVISION MEMORANDUM No. <u>156</u> , s. 2020		Name of Office: OSDS


August 10, 2020

**Development/Enhancement of Contingency Plans for COVID-19 for School
Heads/School DRRM Coordinators**

To: Public Schools District Supervisors/District-in-charge
 School Heads
 School DRRM Coordinators
 Public and Private Schools



- As part of DepEd's response to the vulnerabilities of the basic education sector to various hazards, DepEd conducts Contingency Planning annually to effectively prepare for, respond to and recover from disasters. With the global COVID-19 pandemic as the most imminent hazard that could jeopardize not just the health system but also the education system, there is a need to prepare for possible worst-case scenario.
- To maximize the expert speakers during the Regional Contingency Planning Workshop scheduled on August 11-13, 2020, the Online Division School Contingency Planning Orientation will also be on August 11 and 12 facilitated by DepEd-regional office. See attached Program Matrix for more details.
- To defray communication expenses relative to the conduct of the activity, the Division TWG members shall be provided cellcards worth 300.00 chargeable against the 2020 DRRM Funds-Planning, Monitoring and Evaluation of DRRM/CCA/EiE implementation, while the first 145 participants with completed School Contingency Plan outputs will be given 300 pesos through payroll system.
- Attached is the List of Division TWG Members for reference.
- For information, guidance and compliance of all concerned.


BENILDA M. DAYTACA, EdD, CESO VI
 Asst. Schools Division Superintendent
 OIC – Office of the Schools Division Superintendent

Attachment to SDO Office Memo on: Development/Enhancement of School Contingency Plan for COVID-19

PROGRAM MATRIX

Date	Time Allotment	Topic	in-charge
Aug. 11	8:45-9:00	Preliminaries	DepEd-CAR
	9:00-9:40	Promoting Child Protection amidst COVID-19	Save the Children, DepEd-CAR
	9:40-11:10	Review on Contingency Planning	OCD, DepEd-CAR
	11:10-12:00	Contingency Planning Writeshop: <ul style="list-style-type: none"> • Objectives • Impacts • Scenario 	DRRMS, DepEd-CAR
	1:00-5:00	Offline (continuation of Writeshop)	SDRRM Coord, Div. DRRM Coord
Aug. 12	9:00-10:00	Introduction to Incident Command System	OCD, DepEd-CAR
	10:00-11:00	Understanding COVID-19	DOH, DepEd-CAR
	11:00-12:00	Contingency Planning Writeshop <ul style="list-style-type: none"> • Activation, Deactivation and Non-activation • Coordination • Command and Control • Response and Early Recovery Measures • Preparedness Measures 	OCD, DepEd-CAR
	1:00-5:00	(offline) continuation of writeshop	SDRRM Coord, Division DRRM Coord
Aug. 13	9:00-12:00	(Optional attendance) Presentation of Division Contingency Plan	SDO, RO
Aug. 14-19	8:00-5:00	Submission of completed draft School ConPlan and Provision of TA by SDO TWG Team	SDRRM Coord, SDO TWG
Aug. 20	9:00-11:30	Presentation of output: -1 per district	SDRRM Coord, SDO TWG
	11:30-11:45	Synthesis and Ways Forward	SDO
	11:45-12:00	Closing Program	SDO TWG

SDO DIVISION TECHNICAL WORKING GROUP

Ceasar B. Luma-ang	EPS - SGOD
Dr. Mary Grace Matias	Medical Officer III, SHS
Nerissa I. Barbosa	Project Development Officer II, SMN
Xylene Grail Kinomis	Senior Education Program Specialist, PRD
Joven B. Agtani	Project Development Officer I, YFP