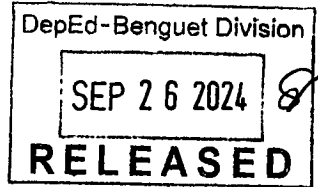




Republic of the Philippines  
**Department of Education**  
Schools Division of Benguet



23 September 2024

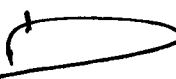
**DIVISION MEMORANDUM**

No. 338, s. 2024

**DISSEMINATION OF THE DESIGNATED DISTRICT DISASTER RISK REDUCTION AND MANAGEMENT (DisDRRM) COORDINATORS FOR SY 2024-2025**

TO: Public Schools District Supervisors/District Coordinators  
District DRRM Coordinators  
All School Heads and Teachers

1. Based on DepEd Order 21, s. 2015, the institutionalization of protocols, roles and responsibilities of specific individuals and offices will facilitate better correspondences, confusion in who, when and how to carry out specific tasks regarding disaster risk reduction and management will be avoided as the deliverables of DRRM Coordinators and the different offices in the Department of Education (DepEd) from national office to schools are articulated.
2. In consideration with the governance structure of the local government units (LGUs), DRRM Coordinators are hereby designated for every District or municipality. The District DRRM Coordinators serve as alter ego of the District Supervisors/Heads as DepEd representatives in the Municipal DRRM Council. See Annex A for specific functions of a District DRRM Coordinator and Co-Coordinator.
3. Attached is the List of the designated District DRRM Coordinators for SY 2024-2025 information of all, especially the SDRRM Coordinators.
4. For information, guidance and dissemination.

  
**SALLY L. BANAKEN - ULLALIM, CESO V**  
Schools Division Superintendent

References: RA 10121, RA 10821, DepEd Order 21, s. 2015, DepEd Order 33, s. 2021

/SGOD/LBA/nib



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



**ANNEX A.**

**ROLES AND RESPONSIBILITIES OF DISTRICT DRRM COORDINATORS**

1. Acknowledge receipt of DRRM-related communications coming from SDO and to disseminate immediately to the schools within your district.
2. Disseminate updates and latest policies on DRRM and CCAM during district meetings and other platforms.
3. Coordinate prompt submission of required DRRM reports and ensure compliance of schools, **especially during response phase** from any hazards or threats affecting schools within the AOR.
4. Represent DepEd in the Municipal DRRM Council meetings, if/when the District Supervisor is not available.
5. Serve as **Emergency Operations Center (EOC) Coordinator/Manager** during Disaster/Emergency Response and perform expected functions of an EOC Manager, in coordination with the PSDS/District-in-charge.

**LIST OF DISTRICTS DRRM COORDINATORS, SY 2024-2025**

DISTRICT	ELEMENTARY	SECONDARY
ATOK	Gordencio A. Dino	
BAKUN	Ronald Sacyat	
BOKOD	Larson B. Calatero	Winnie Freda D. Domerez
BUGUIAS	Lourden A. Ludaes	Romeo C. Dulnuan
ITOGON 1	Benjamin C. Fianza, Jr.	
ITOGON 2	Ricardo S. Samson, Jr.	
KABAYAN	Cherry Ann S. Laranang	
KAPANGAN	Yoshida L. Belino	
KIBUNGAN	Ike B. Danio	
LA TRINIDAD	Johnson B. Legaspi	
MANKAYAN	Feler A. Domyong	Luis D. Igualdo
SABLAN	Clair L. Toctocan	
TUBA	Teresita S. Dolo	
TUBLAY	Jack C. Nebalasca	

