



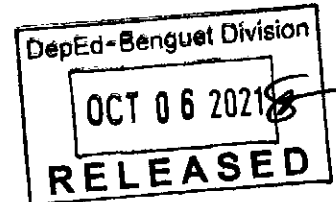
Republic of the Philippines  
**Department of Education**  
**Schools Division of Benguet**

04 October 2021

**DIVISION MEMORANDUM**

No. 391, s. 2021

TO: OIC-Asst. Schools Division Superintendent  
 Chief Education Supervisors, CID and SGOD  
 Public Schools District Supervisors/Districts-in-charge  
 District DRRM Coordinators  
 School Heads



**GUIDELINES IN THE (RE)ORGANIZATION OF THE SCHOOL DISASTER RISK REDUCTION AND MANAGEMENT COMMITTEE (SDRRMC)**

1. Pursuant to DepEd Order 21, s. 2015 titled, *Disaster Risk Reduction and Management Coordination and Information Management Protocol*, and substantiated by DepEd Order 033, s. 2021 titled *School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding and other Weather-Related Disturbances and Calamities*, all District Heads and School Heads are advised to (re)organize their School DRRM Teams starting SY 2021-2022.
2. Recognizing the value of School-Based Management in DRRM, the primary responsibility of undertaking disaster preparedness rest upon the schools. The **School Head shall be primarily responsible** for the planning, implementation, and monitoring of school-based disaster preparedness and response measures. As such, accountability for impacts and damages to school facilities and resources due to negligence and/or non-compliance to disaster preparedness measures shall rest upon the School Head.
3. To support the School Head, a **School DRRM (SDRRM) Coordinator** shall be designated in each school. As an update to DepEd Order 21, s. 2015, the SDRRM Coordinator shall be different from the School Head to allow for dedicated personnel to handle DRRM. A School DRRM Committee shall be organized comprising of all teaching and non-teaching personnel with team leaders. See attachments for sample composition of SDRRM Teams and School Memo for reference. The school head is given the prerogative and flexibility in constituting the SDRRM Teams. It is encouraged that learners, their families, and community stakeholders be involved in the SDRRM Team.
4. For widest dissemination and compliance.

**GLORIA B. BUYA-AO**  
 Schools Division Superintendent

Encl.: As stated

To be indicated in the Perpetual index under:

DRRM

SCHOOL PREPAREDNESS

MONITORING AND EVALUATION



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