



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

Advisory No. **099**, s. 2025

August 11, 2025

In compliance with DepEd Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001,  
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**Resilient Records: Building a Disaster Ready Records Management System**

The Philippine Association of Records Officers and Archivists (PAROA) invites everyone involved in records management to attend the seminar on Resilient Records: Building a Disaster Ready Records Management System program with the following particulars:

DATE	VENUE
September 16, 17 and 18, 2025	Manila Prince Hotel, San Marcelino St., Ermita, Manila

Kindly see the attachment for further details and for your information.

For further concerns, you may contact them at 0960-518-9048, 0985-301-1592, 0908-517-8830 and 09439273119.

IGG/DA\_PAROA-RESILIENT RECORDS: BUILDING A DISASTER READY RECORDS MANAGEMENT SYSTEM  
S2-110955/August 11, 2025

August 06, 2025

**MARITES A. IBAÑEZ**

Schools Division Superintendent  
Batangas  
Department of Education

Dear **Ms. Ibañez**:

Greetings!

The **Philippine Association of Records Officers and Archivists (PAROA)** is pleased to announce its third quarter seminar with the theme "**Resilient Records: Building a Disaster Ready Records Management System**", scheduled on **September 16, 17, and 18, 2025**, at the **Manila Prince Hotel**, San Marcelino St., Ermita, Manila.

The Philippines is highly vulnerable to the effects of climate change, which is already affecting everyone and everything, including records and archives. That is why there is a need to protect government records from climate change-related disasters by implementing a strong disaster recovery plan. This seminar aims to enable participants to be proactive in developing measures to protect public records to ensure business continuity. There are various steps to mitigate the impacts of disasters within which agencies and offices can invest on such as focusing on the preservation of digital copies, creating back-up copies, implementing climate-resilient infrastructure, providing secure storage both for physical and digital archives, and foremost, training personnel on emergency procedures. These steps are essential to minimize the potential damage of disasters such as water and fire.

In line with this, we are cordially inviting Local Chief Executives, Records Officers, Records Administrators, Records Custodians, Archivists, Administrative Officers, Administrative Assistants/Staff, and other personnel, be it from the National Government Agencies, Local Government Units, State Colleges and Universities, who are involved in the records management program of their respective offices.

The said activity will accommodate participants on a first-come-first-served basis with a registration fee of **Eight Thousand Eight Hundred Pesos (Php 8,800.00)** for **Live-In** participants and **Six Thousand Eight Hundred Pesos (Php 6,800.00)** for **Live-Out** participants. Payment in cash or check shall be payable only to the **Philippine Association of Records Officers and Archivists, Inc.** To ensure that slots are held for interested participants, we would be very grateful if you could confirm your attendance ahead of time via the QR Code or the Link below.

**QR for Live-In**



<https://qr.me-qr.com/l/PAROA-Rdy4Dsstr-25LI>

**QR for Live-Out**



<https://qr.me-qr.com/l/PAROA-Rdy4Dsstr-25LO>

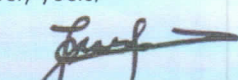
**Important Note:** You may be directed to an Advertisement Page. All you need to do is to tap on "**Skip Advertisement**" and you'll get straight to the form.

For confirmation, further inquiries, and clarifications, you may call our telephone no. (02) 8650 - 4235 or call and text our mobile nos. (SMART) 0960-518-9048/ (TnT) 0985-301-1592/ (Smart) 0908-517-8830 / 0943-9273119 (Sun). You may also email us at [paroa2005.inquiry@gmail.com](mailto:paroa2005.inquiry@gmail.com) (main) or [paroaofficialcommunication@gmail.com](mailto:paroaofficialcommunication@gmail.com) (alternate email), as well as the email addresses that you received this communication/invitation.

Be assured that we are one with you in your aspirations for the professionalization and development of personnel in your agencies/offices.

Thank you so much, and more power.

Very truly yours,

  
**DR. DIOBIN C. FLORES, EdD., DPA, PhD**  
National President