



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

10 February 2025

DIVISION MEMORANDUM

No. 083, s. 2025

DIVISION DISASTER MANAGEMENT RESEARCH COMMENCEMENT ACTIVITY

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Sub-Office DRRM Coordinators
All Others Concerned


1. Relative to Division Memorandum no. 314, s. 2024, and as one of the activities under Project *LIGTASaliksik (Leveraging Initiatives Gearing Towards a Safe and Resilient Schools through Research)* which aims to build resiliency through responsive Disaster Risk Reduction and Management (DRRM), and Climate Change Adaptation and Mitigation (CCAM) interventions with sufficient attention to research, integration, and evidence-based approaches, this Office through the School Governance Operations Division shall conduct **Division Disaster Management Research Commencement Activity** (*live-in*) on February 25-28, 2025, at a venue to be announced in separate issuance.
2. This activity aims to:
 - a. build the capacity of division and school personnel in conducting disaster-related research that aligns with the DepEd National Research Agenda;
 - b. support the commencement and implementation of research projects focused on addressing key disaster management challenges;
 - c. facilitate the reporting of research results and outcomes from sub-office implementations to inform and improve disaster management strategies and;
 - d. foster collaboration and data-sharing among schools, communities, and other stakeholders to enhance the effectiveness of disaster management initiatives.
3. The participants in this activity are the Schools Division Office DRRM Team, School-based Project Development Officers, Division DRRM Training Team, and Technical Working Group (TWG) (see *Annex A* for the List of Participants, *Annex B* for the Tentative Program Matrix, *Annex C* for the Program Management Structure and Technical Working Group). Select



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members of the Technical Working Group are advised to be present at the venue on February 24, 2025 (Day 0) for preparation and planning activities.

4. Participants are reminded of the following:
 - a. Wear smart casual attire.
 - b. Bring laptops, extension cords, and drinking tumblers.
 - c. Prepare a 15–20-minute slide presentation of research output/s.
5. Expenses relative to the conduct of this activity shall be charged against the available Division Disaster Preparedness and Response Program (DPRP) Fund, while travel and incidental expenses of the participants shall be charged against respective MOOE/local funds subject to usual accounting and auditing rules and regulations.
6. This memorandum shall also serve as the travel order of the participants.
7. For further details, please coordinate with Mr. James Angelo T. Año, Division DRRM Officer through e-mail at sgodbatangas@deped.gov.ph.
8. Immediate dissemination and compliance with this Memorandum is expected.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent



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Annex A. **List of Participants**

Division Disaster Management Research Commencement Activity
February 25-28, 2025

	Name	Position/Designation	Office/ Station
1	Marites A. Ibañez	Schools Division Superintendent	SDO-OSDS
2	Gregorio T. Mueco	Asst. Schools Div. Superintendent	SDO-OSDS
3	Rhina O. Ilagan	Asst. Schools Div. Superintendent	SDO-OSDS
4	Mario B. Maramot	OIC- Chief Education Supervisor	SDO-SGOD
5	David M. Nuay	Chief Education Supervisor	SDO-CID
6	Lou C. Panaligan	Administrative Officer V	SDO-OSDS
7	Marian L. Arias	Education Program Supervisor	SDO-SGOD
8	James Angelo T. Año	Project Development Officer II	SDO-SGOD
9	Rodrigo S. Castillo	Senior EPS, P&R	SDO-SGOD
10	Atty. Karen M. Salimo	Attorney III	SDO-OSDS
11	Jericho D. Andal	Administrative Support II-DRRM	SDO-SGOD
12	Evelyn C. De Sagun	Senior EPS, HRTD	SDO-SGOD
13	Anabel E. Magalona	Senior EPS, SMN	SDO-SGOD
14	Noah P. Duque	Education Program Specialist II	SDO-SGOD
15	Jessa S. Guerra	Education Program Specialist II	SDO-SGOD
16	Emerson B. Dalangin	Division Science Coordinator	SDO-CID
17	Mercy R. Villanueva	Education Program Supervisor	SDO-CID
18	Gina D. Laksamana	Public Schs. District Supervisor	SDO/San Luis
19	Agrifina A. Dirain	Public Schs. District Supervisor	SDO/Malvar
20	Lucky May L. Pasia	Public Schs. District Supervisor	SDO/Tingloy
21	Rosemarie J. Gonzales	Project Development Officer I	SDO/San Jose
22	Maureen O. Villanueva	Project Development Officer I	Cluster Schs.
23	Joyce Suzaine R. Flores	Project Development Officer I	Cluster Schs.
24	Joanne M. Hernandez	Project Development Officer I	Cluster Schs.
25	Edellyn H. Jamilan	Project Development Officer I	Cluster Schs.
26	Maria Fe V. Culabat	Project Development Officer I	Cluster Schs.
27	Aubrey M. Maderazo	Project Development Officer I	Cluster Schs.
28	Regina Loraine G. Gonzales	Project Development Officer I	Cluster Schs.
29	Erl Jordan L. Gonzales	Project Development Officer I	Cluster Schs.
30	Patricia Nhel P. San Jose	Project Development Officer I	Cluster Schs.
31	Anna Margarita T. Año	Project Development Officer I	Cluster Schs.
32	Veronica Lyra C. Hernandez	Project Development Officer I	Cluster Schs.
33	Mara Therese C. Albay	Project Development Officer I	Cluster Schs.
34	Kaye-Ann D. Andrada	Project Development Officer I	Cluster Schs.
35	Melvin M. Hernandez	Project Development Officer I	Cluster Schs.
36	Sherry Ann C. Palomeno	Project Development Officer I	Cluster Schs.
37	Arnil C. Chavez	Project Development Officer I	Cluster Schs.
38	Anna Katrina B. Mendoza	Project Development Officer I	Cluster Schs.



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City

Telephone: (043)722-1840 / 722-1796

Email Address: deped.batangas@deped.gov.ph

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39	Vina Carmina A. Malaso	Project Development Officer I	Cluster Schs.
40	Rizal M. Mendoza	Project Development Officer I	Cluster Schs.
41	Mary Rose A. Cabello	Project Development Officer I	Cluster Schs.
42	Jan Paulo C. Alilio	Project Development Officer I	Cluster Schs.
43	Edison Jr. C Mayo	Project Development Officer I	Cluster Schs.
44	Jenie H. Bay	Project Development Officer I	Cluster Schs.
45	Pia Divina C. Tavares	Project Development Officer I	Cluster Schs.
46	Elizabeth C. Tumaming	Project Development Officer I	Cluster Schs.
47	Hilario S. Garcia	Principal II	Agoncillo
48	Rolando M. Magpantay Jr.	Head Teacher III	Balete
49	Joselito R. Alday	Head Teacher III	Cuenca
50	Ma. Linda R. Padua	Principal I	San Luis
51	Luz M. Briones	Principal I	San Jose
52	Irelyn R. Dueñas	Principal I	Lobo
53	Juvie Ann P. Gabrieles	Asst. Principal II	Tingloy
54	Jay-Ann A. Mendoza	Principal I	Talisay
55	Aries T. Awatin	Head Teacher III	San Juan
56	Alfred James A. Ellar	Master Teacher II/BRAVE member	Ibaan
57	Jaime John Montealegre	Nurse II	SDO-SGOD
58	Maria Lagrimas Calapati	Nurse II	SDO-SGOD
59	Kia Dyan Louren Serrano	Project Development Officer II	DepEd CO
60	Wilbert C. Ulpindo	Project Development Officer II	DepEd RO



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Annex B. Tentative Program Matrix

DIVISION DISASTER MANAGEMENT RESEARCH COMMENCEMENT ACTIVITY

February 25-28, 2025 at 8:00 am-5:00 pm
 Venue – TBD within Batangas/Tagaytay City

ACTIVITY IMPLEMENTATION PLAN

Day 1

TIME	ACTIVITY	IN-CHARGE
8:00 – 8:30am	Registration	TWG
8:30 – 9:00	Opening Program	TWG
9:00- 10:30	Writing Action Research Report	Dr. Rodrigo S. Castillo
10:30- 11:00	Ethics on Research Writing	Atty. Karen V. Salimo
11:30-12:00	Open Forum	Program Facilitator
12:00 – 1:00pm	<i>Lunch Break</i>	
1:01 – 1:30	Warm Up/ Unfreezing Activity	Program Facilitator
1:30 – 3:00	Refinement of Action Research Manuscript for Presentation	Presenters/ Assigned Panel Evaluators
3:00- 4:45	Presentation and critiquing of final paper- 1 st Batch (5 papers)	Presenters/ Assigned Panel Evaluators
4:45- 5:00	Administrative Announcements	Program Facilitator

Day 2 (Break-Out Sessions)

8:00 – 8:30am	Management of Learning	Assigned Group
8:30 – 12:00	Presentation and critiquing of final paper- 2 nd Batch (10 papers)	Presenters/ Assigned Panel Evaluators
12:00 – 1:00pm	<i>Lunch Break</i>	
1:00 – 1:30	Mindfulness Exercises	Program Facilitator
1:30 – 5:00	Presentation and critiquing of final paper – 3 rd Batch (10 papers)	Presenters/ Assigned Panel Evaluators

Day 3

8:00 – 8:30am	Management of Learning	Assigned Group
8:30 – 12:00	Finalization of deliverables <i>based on the suggestions and comments</i> , and Research Consultation	Presenters/ Assigned Panel Evaluators



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12:00 – 1:00pm	<i>Lunch Break</i>	
1:00 – 1:30	Mindfulness Exercises	Program Facilitator
1:30 – 5:00	Finalization of deliverables <i>based on the suggestions and comments and Research Consultation</i>	Presenters/ Assigned Panel Evaluators

Day 4

8:00 – 8:30	Management of Learning	Assigned Group
8:30 – 12:00	Presentation of final deliverables <i>per group.</i>	Presenters/ Assigned Panel Evaluators
12:00 – 1:00	<i>Lunch Break</i>	
1:00 – 1:30pm	Warm Up/ Unfreezing Activity	Program Facilitator
1:30 – 4:00	Submission of completed research paper.	All PDOs
4:00-4:30	Open Forum	Program Facilitator
4:30-5:00	Closing Program Awarding of Certificates	PMT/ TWG



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Annex C. Program Management Structure and Technical Working Group

PROGRAM MANAGEMENT STRUCTURE

I. Executive Committee

Chairperson:	MARITES A. IBAÑEZ, CESO V Schools Division Superintendent
Co-Chairpersons:	GREGORIO T. MUECO, CESO VI Assistant Schools Division Superintendent
	RHINA O. ILAGAN, PhD OIC- Assistant Schools Division Superintendent
Members:	MARIO B. MARAMOT, PhD OIC- Chief Education Supervisor, SGOD
	DAVID M. NUAY Chief Education Supervisor, CID
Program Proponent:	JAMES ANGELO T. AÑO Project Development Officer II Disaster Risk Reduction and Management

II. Division Technical Working Group

Chairperson	JAMES ANGELO T. AÑO
Co-Chairperson	Dr. RODRIGO S. CASTILLO
Program Facilitator	JESUSA DC. PEREZ/IRELYN R. DUEÑAS
Process Observer	Dr. EVELYN C. DE SAGUN
Panel of Evaluators	<i>Group A:</i> JAMES ANGELO T. AÑO LOU C. PANALIGAN Dr. MARIAN L. ARIAS Dr. GINA D. LAKSAMANA Dr. MERCY R. VILLANUEVA Dr. ALFRED JAMES A. ELLAR



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Group B:

Dr. RODRIGO S. CASTILLO
JESUSA DC. PEREZ
ANABEL E. MAGALONA
EMERSON B. DALANGIN
Dr. AGRFINA A. DIRAIN
Dr. LUCKY MAY L. PASIA

Class/Group Managers	A: JAY ANN A. MENDOZA B: JUVIE ANN P. GABRIELES
QATAME Associate	JESSA S. GUERRA ARIES T. AWATIN
Documenters	ROSEMARIE J. GONZALES ROLANDO M. MAGPANTAY, Jr.
Training Support Staff a. ICT	JOHN LHESTER L. GABO JERICO D. ANDAL
b. Secretariat/	NOAH P. DUQUE LUZ M. BRIONES MA. LINDA R. PADUA
Logistics	JOSELITO R. ALDAY HILARIO S. GARICA
Medical Staff	JAIME JOHN MONTEALEGRE MARIA LAGRIMAS CALAPATI



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