



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division Superintendent

September 30, 2024

DIVISION MEMORANDUM

No. 858, s.2024

BASIC INCIDENT COMMAND SYSTEM TRAINING

To: Division Personnel Concerned
PSDS/DCP
All Others Concerned

1. The Schools Division Office, under the Department of Education, is one of the key response clusters working in coordination with the Local Government Unit (LGUs) during emergencies and disasters. To ensure efficient collaboration, the personnel from various sections and across governance levels must be familiar with the Incident Command System (ICS) to effectively integrate their roles and responsibilities into the overall response framework.
2. While some key offices have already undergone ICS training, it is now strategic to expand this knowledge to counterparts who can serve as relievers during operations. By training additional personnel, the SDO can increase the number of volunteers capable of assisting during emergency operations, strengthening its collective response capacity.
3. In this regard, the personnel listed in the attached document are hereby directed to attend the **Basic Incident Command System Training** scheduled on October 9-11, 2024, at the Ritz Hotel, Davao City.
4. Travel and incidental expenses are chargeable against the division / school MOOE subject to usual accounting and auditing rules and regulations.
5. This serves as Authority to Travel.
6. For your attendance.

By Authority of the
OIC-Schools Division Superintendent:

NORBERTO S. MANLANGIT, MPA
Administrative Officer V
Officer-In-Charge



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BASIC INCIDENT COMMAND SYSTEM

1	OFFICE	NAME OF PERSONNEL
	ACCOUNTING	LEWI MAT DEXTER BELLO
2	ADMINISTRATIVE SERVICES SECTION	JOVANIE L. TRIPULCA
3	BUDGET SECTION	NISAN LEJAN M. CAL
4	CASH SECTION	CHRISTINE P. BARZO
5	HR SECTION	LYNETTE P. BANAYO
6	RECORDS SECTION	KEANU P. DUMLAO
7	LRMDS	LEAH BARUIZ
8	LEGAL	JOEMAR DUMOPOY
9	ICT	ISIDRO REFAMONTE
10	SGOD-PRS	ANNALYN M. LORETO
11		SHIELA L. CAMBUNGA
12		AMOR P. CURIMAO
13	ENGINEERING	RENALYN JEAN B. BALONG
14		MARGIE D. MAGTUBA
15	SGOD-CP	MARGIRIE ASUQUE
16	SGOD-SOCMOB	LYZLE ABREGANA
17	SUPPLY	GRECILYN URBANO
18	OSDS	JUNARD ALIDRO
19	NEW BATAAN	HARLY G. GINGO
20	LAAK NORTH	RHODORA MAY GARCIA
21	LAAK SOUTH	MEAH FE D. MOLINA
22	COMPOSTELA EAST	LOWEI D. JANUYAN
23	COMPOSTELA WEST	JOHN EARL TUBIANOSA
24	MABINI	CHRISTINE S. CAHUCOM
25	MACO NORTH	JOANNAH FE C. DIMATAWARAN
26	MACO SOUTH	KAREN LYNN K. AMARILLE
27	MAWAB	CALMA. MARY LOU
28	MONKAYO EAST	NOREEN JEAN R. LANGTAD
29	MONKAYO WEST	AILEEN VIDAD
30	MONTEVISTA	CHONA C. LAUTRIZO
31	NABUNTURAN EAST	CHERRY MAY I. BONJE
32	NABUNTURAN WEST	DYNNA ROSE JOY C. OTLANG
33	PANTUKAN NORTH	JENALYN C. SEVILLA
34	PANTUKAN SOUTH	FELIDA B. LEONORA
35	MARAGUSAN EAST	FRELYN S. GARCES
36	MARAGUSAN WEST	AIRIZ YVON ASUQUE
	QAME	MARNELY JANE A. BERNAL
	QAME	JOSEPH C. CORPUZ

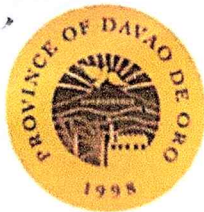
1/v

Recommending Approval:


EMMA A. CAMPOREDONDO
Assistant Schools Division Superintendent

Approved: 
By authority of the OIC-SDS:
03 OCT 2024
NORBERTO S. MANLANGIT, CE, MPA
Administrative Officer V
Officer-In-Charge

PHOEBE GAY L. REFAMONTE
Assistant Schools Division Superintendent
Officer In-charge
Office of the Schools Division Superintendent

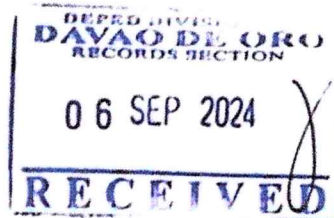


Republic of the Philippines
Province of Davao de Oro
OFFICE OF THE GOVERNOR



September 5, 2024

PHOEBE GAY L. REFAMONTE, CESO VI
OIC Schools Division Superintendent
Davao de Oro



Dear Ma'am Refamonte,

Greetings of resilience and preparedness!

The Provincial Disaster Risk Reduction and Management Council (PDRRMC) through the PDRRMO of Davao de Oro is committed to enhancing preparedness for disaster response capabilities of our partner agency who has been actively involved in various DRRM activities at the community level.

As part of our efforts, we are pleased to invite your office for a 3-day **Basic Incident Command System (ICS) Training Course** for DepEd personnel scheduled on **October 9 – 11, 2024** at **The Ritz Hotel at Garden Oases, Davao City**. This is designed to equip participants with the necessary knowledge, skills and attitude to effectively respond to emergencies and disasters in their respective areas of responsibility.

To facilitate the needed preparedness, may we request your office for the **endorsement of Forty (40) participants, specifically the DepEd DRRM Focal (except BICS graduates) and those involved in school-based disaster risk reduction and management activities.**

Please send the list of your endorsed participants to our office **on or before September 16, 2024 (Monday)** using the attached registration form. Should you have any questions or require further assistance, Mr. Joseph Randy M. Loy, PDRRMO, have assigned Mr. Rolan Jay A. Acosta with his contact details 09381940522 of the PDRRMO.

Thank you for your continued support and cooperation in our shared mission of building a safer and more resilient Davao de Oro.

For your information and guidance.


DOROTHY P. MONTEJANO
Governor and PDRRMC Chairperson

**GOVERNMENT
WORKS**

OSAKA, Executive Building, Provincial Capitol Compound, Cabidanan, Nabunturan, Davao de Oro