



Republic of the Philippines
Department of Education
 REGION I



JAN 18 2024

REGIONAL MEMORANDUM

No. 0072 s. 2024

**2023 NATIONAL CLIMATE CHANGE CONFERENCE AND 2023 NATIONAL
 DISASTER RISK REDUCTION AND MANAGEMENT YEAR-END EVALUATION
 AND PLANNING WORKSHOP**

To: Schools Division Superintendents

1. In accordance with the Disaster Risk Reduction and Management Service (DRRMS) Advisory dated January 9, 2024, the 2023 National Climate Change Conference and 2023 National Disaster Risk Reduction and Management Year-End Evaluation and Planning Workshop shall be conducted at the Development Academy of the Philippines Convention Center (DAPCC), Tagaytay City on January 22-26, 2024.
2. The Regional and Division Disaster Risk Reduction and Management Coordinators are enjoined to participate in the said activity.
3. Attached is the said advisory for further details.
4. For Compliance.

TOLENTINO G. AQUINO
 Director IV

Incl.: as stated.

Reference

To be indicated in the Perpetual Index
 under the following subjects:

CONFERENCES WORKSHOPS

ESSD/jrbp/2023NCCC&2023NDYEP



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ADVISORY

January 09, 2024

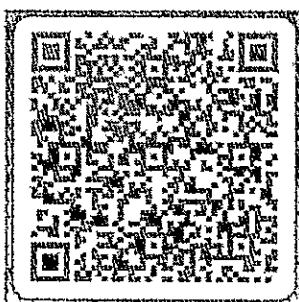
FOR : All Regional Directors
All Schools Division Superintendents
All Regional and Division DRRM Coordinators
All Others Concerned

SUBJECT : TRAVEL ADVISORY ON THE REITERATION OF THE
CONDUCT OF THE 2023 NATIONAL CLIMATE CHANGE
CONFERENCE AND 2023 NATIONAL DISASTER RISK
REDUCTION AND MANAGEMENT YEAR-END EVALUATION
AND PLANNING WORKSHOP

The Disaster Risk Reduction and Management Service (DRRMS) issues this advisory for the "2023 National Climate Change Conference (NCCC) and the 2023 National Disaster Risk Reduction and Management (DRRM) Year-End Evaluation and Planning (NDYEP) Workshop". This event as referred to in memorandum QUOPS No. 2023-04-10050 and an advisory released dated November 14, 2023, is scheduled to take place from January 22 to 26, 2024 at the Development Academy of the Philippines Convention Center (DAFCC), Tagaytay City.

In view of the foregoing, the DRRMS is pleased to provide the following adjustments to these simultaneous activities as reminders and reiterations on administrative matters relative to the conduct of the said activity for the guidance of the participants:

- a. **Transportation Arrangements** – transportation (land/air/sea) to and from the venue shall be arranged by the attending participants and shall be charged to Fiscal Year (FY) 2023 Disaster Preparedness and Response Program (DPRP) Funds or local funds subject to existing accounting and auditing rules and regulations.
- b. **Registration** – all participants are advised to re-confirm their attendance through the new confirmation sheet on or before January 15, 2024 (Monday) by accessing the link below:



<https://forms.office.com/r/TZKugnS90U>

For those coordinators who cannot attend due to a conflict in schedules and will be sending a representative, the latter shall submit their confirmation via the same link provided and shall also follow the registration deadline.

- c. **Check-In and Check-Out** – all participants will be accommodated for the board and lodging at the DAPCC. Likewise, participants can check in at 2:00 PM on Monday, 22 January 2024, and the first meal to be served is dinner of the same day. Check-out is at noon on 26 January 2024 with breakfast as the last meal.

Please note that all participants are advised to go directly to the venue for the hotel/room assignment.

Board and lodging, supplies and materials, and items for contingencies of all participants, including transportation and allowable expenses of DRRMS staff shall be charged against the DPRP Funds. For those who will arrive earlier, the participants are responsible to look for their accommodation. Board and lodging expenses of the day/s prior to the schedule will be charged to their respective local funds subject to existing accounting and auditing rules and regulations. Please refer to the below matrix of schedule and meals:

DATE	BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER	ACTIVITY
January 22					✓	Arrival of Participants: Check-in at 2:00 PM
January 23	✓	✓	✓	✓	✓	Workshop Proper
January 24	✓		✓	✓	✓	Workshop Proper
January 25	✓	✓	✓		✓	Workshop Proper
January 26	✓					Check-out and Departure of Participants: 12:00 NN


- d. **Workshop Requirements** – the participants are required to complete the total number of workshop hours in order to receive a Certificate of Participation and Appearance. Failure to do so would only receive a Certificate of Appearance indicating the actual number of day/s attended. Attached is the full workshop schedule and indicative program of activities (*Annex A*).
- e. **Attire** – in adherence to the DAPCC policy, the participants will be required to wear smart casual attire on Day 0, business casual attire on Days 1 to 4 or during the workshop proper, and *Filipiniana* attire on the recognition night.

Anent this, each office (Region/Division) is reminded to bring and prepare the following:

- a. Own laptops and extension cords for the workshop sessions
- b. 2023 Regional Accomplishments and FY 2024 Regional and Division Plans and Priorities

For the instructions of the pre-works: 1) 2023 Regional and Division DRRM and CCAM Accomplishments and 2) Proposed and Consolidated FY 2024 Regional and Division Plans and Priorities, please refer to *Annex B*.

Should you have clarifications or concerns, please contact DRRMS through telephone number (02) 8637-4933 or email at drmo@deped.gov.ph.



ATTY. CHRISTIAN E. RIVERO, EDD,
Director IV, DRRMS



Republic of the Philippines
Department of Education
OPERATIONS

OUOPS No. 2023-04- ~~10750~~
MEMORANDUM

For : **Regional Directors**
Schools Division Superintendents
Regional and Division DRRM Coordinators

FROM : *Revsee A. Escobedo*
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

Subject : **CONDUCT OF THE 2023 NATIONAL CLIMATE**
CHANGE CONFERENCE AND THE 2023 NATIONAL
DRRM YEAR-END EVALUATION AND PLANNING
WORKSHOP

DATE : October 26, 2023

The Office of the Undersecretary for Operations (OUOPs) through the Disaster Risk Reduction and Management Service (DRRMS) will hold its annual **2023 National Climate Change Conference** which aims to acquire learnings and exchange of knowledge on climate change and **2023 National DRRM Year-end Evaluation and Planning Workshop** that aims to evaluate the implementation of Disaster Risk Reduction and Management (DRRM) and Climate Change Adaptation and Mitigation (CCAM) for FY 2023 Programs Projects and Activities accomplishments including fund utilization and to present the proposed FY 2024 DRRM implementation plan.

With this, all Regional and Division DRRM Coordinators are enjoined to participate in the said activities on **November 20-24, 2023 (Inclusive of travel time)** at the **Development Academy of the Philippines Conference Center (DAPCC), Tagaytay City**. For schedule of programs as well as the program venue, please refer to the table below:

Activity	Venue	Schedule
Arrival of Participants		November 20, 2023
2023 National Climate Change Conference	Development Academy of the Philippines Conference Center – Tagaytay City	November 21, 2023
2023 National DRRM Year-end Evaluation and Planning Workshop		November 22-24, 2023

DRRMS_CDP/10252023

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For initial preparations and reference, Please refer to **Annex A** for the **Administrative Arrangements**, **Annex B** for the **Guidelines for Pre-registration**, and **Annex C** for the **Indicative Program of the 2 events**.

All expenses used shall be subject to the usual accounting and auditing rules and regulations.

Should you have any clarification, questions and/or concerns on this subject, kindly contact your assigned DRRMS AOR Leads or contact DRRMS at (02) 8637 4933 or email at drmo@deped.gov.ph.

For information and guidance.



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November 14, 2023

FOR : All Regional Directors
All Schools Division Superintendents
All Regional and Division DRRM Coordinators
All Others Concerned

SUBJECT : **ADVISORY ON THE POSTPONEMENT OF THE DISASTER RISK REDUCTION AND MANAGEMENT SERVICE (DRRMS) SCHEDULED ACTIVITIES DUE TO IMPENDING HAZARD**

In reference to the memorandum **OUOPS No. 2023-04-10050** titled *Conduct of the 2023 National Climate Change Conference (NCCC) and the 2023 National DRRM Year-end Evaluation and Planning (NDYEP) Workshop* dated October 26, 2023 and **OUOPS No. 2023-04-09781** titled *Invitation to the Workshop on the Enhancement of Safe Learning Environment and Facilities (Pillar 1) Guidebook* dated October 19, 2023, the Disaster Risk Reduction and Management Service (DRRMS) issues this advisory to inform all confirmed participants of the adjustments to these activities initially scheduled this month.

The DRRMS is monitoring the Low-Pressure Area (LPA) located at 1,620 km. East of Southeastern Mindanao that is possible to re-develop into a tropical cyclone, based on the latest advisory issued by the DOST-PAGASA on November 14, 2023, 5:00 AM. According to the weather advisory, the LPA is forecast to accelerate towards the west or west-northwestward. It may enter the Philippine Area of Responsibility (PAR) region later today or early tomorrow.

Considering the abovementioned circumstances that might expose participants at risk, the DRRMS hereby postpones the following activities and reschedules to the dates specified below:

Activity Title	Old Schedule	New Schedule	Venue
Workshop on the Enhancement of Pillar 1 Guidebook	November 16-19, 2023	January 19-21, 2024	National Educators Academy of the Philippines (NEAP) – CALABARZON Malvar, Batangas
2023 National DRRM Year-End Evaluation and Planning Workshop	November 22-24, 2023	January 22-26, 2024	Development Academy of the Philippines Convention Center (DAPCC) Tagaytay City

The DRRMS acknowledges the inconvenience this may cause, especially with regard to the travel arrangements that have already been finalized, the safety and well-being of everyone involved are of utmost importance. Please refrain from making further flight bookings at this time. For those who have already confirmed flight reservations,

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this advisory will serve as an official document to support the cancellation of the activity and facilitate the reimbursement process for the rebooking and cancellation of the flights reserved. The travel expenses shall be charged against the FY 2023 Disaster Preparedness and Response Program (DPRP) Funds downloaded to field offices (*Refer to Annex A, Section 2.a of OUOPS Memorandum No. 2023-04-6762 titled Implementing Guidelines on the Utilization and Reporting of the FY 2023 DPRP Funds*).

Additional advisory will be issued to provide further information related to the aforementioned activities.

If there are any queries, you may contact your respective AOR lead through the existing communication channels.

For your information and immediate dissemination.



ATTY. CHRISTIAN E. RIVERO, EdD
Director IV, DRRMS