



Republic of the Philippines

## Department of Education

REGION III- CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

March 15, 2024

### SCHOOLS DIVISION MEMORANDUM

No. 107, s. 2024

#### SUBMISSION OF REPORT ON THE CONDUCT OF FIRE PREVENTION MONTH CELEBRATION

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Elementary and Secondary Schoolheads  
All Others Concerned

1. Relative to DepEd Memorandum No. OUOPS-2024-04-01692 entitled *Reiteration on the Observance of Fire Prevention Month and the Continuing Fire Safety Awareness Program*, this Office, through the School Governance and Operations Division (SGOD)-Disaster Risk Reduction and Management (DRRM), instructs all schools to submit their report on the conduct of Fire Prevention Month Celebration.
2. The activities to be conducted should include the following safety measures:
  - a. Conduct of fire safety inspection and corrective actions by giving priority consideration to proper housekeeping and regular checking of electrical wiring and appliances;
  - b. Attend fire safety education and training in coordination with the BFP in the locality;
  - c. Ensure availability and functionality of fire safety equipment, fire alarm activation procedure, and public address system;
  - d. Conduct quarterly fire and evacuation drills; and
  - e. Implement the Kiddie / Junior Fire Marshall in coordination with the Local Government Unit through the BFP contained in the Joint Memorandum Circular by and between DepEd and Department of Interior and Local Government.
4. Attached is the template of the report to be uploaded through the link <https://tinyurl.com/CY2024FirePrevMonth> not later than April 2, 2024.
5. For more information, all concerned may contact the Disaster Risk Reduction Management (DRRM) Division Coordinator through cellphone no. 0916-4950-559 or email address: [rosan.ariston@deped.gov.ph](mailto:rosan.ariston@deped.gov.ph)



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)

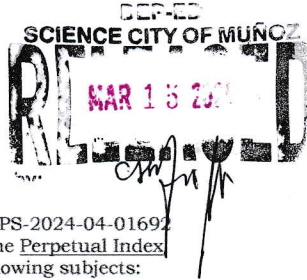


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6. Immediate and strict compliance of this Memorandum is desired.



For:  
**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

**RONILO E. HILARIO**  
Assistant Schools Division Superintendent

Encl: As stated  
Reference: DM OUOPS-2024-04-01692  
To be indicated in the Perpetual Index  
Under the following subjects:

FIRE PREVENTION MONTH

*REA Submission of report on the conduct of Fire  
Prevention Month celebration  
008/ March 15, 2024*



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Enclosure No. 1 to Schools Division Memorandum No. 107, s. 2024

## School Level Report on the Conduct of Fire Prevention Month

I. Data on the Conduct of Fire Prevention Month

<b>Total No. of schools that conducted activities in relation to Fire Prevention Month</b>		
<b>No. of Learners Participated</b>	<b>Male</b>	<b>Female</b>
Total No. of Elementary Learners		
Total No. of Secondary Learners		
<b>No. of Personnel Participated</b>		
Total No. of Elementary Personnel		
Total No. of Secondary Personnel		
<b>Grand Total</b>		

II. Documentation

*Attached three (3) to five (5) photo documentation of activities conducted during Fire Prevention Month Celebration. A narrative of 2-3 sentences may do.*

Prepared by:

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SDRRMC



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