



Republic of the Philippines

**Department of Education**  
REGION III- CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

4 February 2025

**SCHOOLS DIVISION MEMORANDUM**

No. 042,

s. 2024

**PRESENTATION OF CONTINGENCY PLAN**

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

1. This Office through the School Governance and Operations Division – Disaster Risk Reduction and Management (SGOD-DRRM) unit announces the presentation of the School Contingency Plan on February 6-7, 2025, at Baguio City.
2. Participants to this activity are the Schoolheads of Public Elementary and Secondary Schools and select SDO Key Personnel
3. Schoolheads are advised to upload their School Contingency Plan on or before February 05, 2025 through this link: <https://tinyurl.com/rosanariston>
4. Anent to this, there will be a short briefing to the panelists at the SDO Teachers' Hall on February 5, 2025, 8:30 a.m. onwards.
4. Enclosed are the Matrix of the Activity, List of Participants, and Composition of the Panelist per Cluster as references.
5. This Memorandum served as the Travel Authority of all the participants.
6. 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).
7. Immediate and strict compliance of this Memorandum is desired.

Encl: As stated  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

CONTINGENCY PLAN

REA Presentation of Contingency Plan  
002/February 4, 2025



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

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## Department of Education

REGION III- CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 to Schools Division Memorandum No. 041-s, 2025

### PRESENTATION OF SCHOOL CONTINGENCY PLAN

February 6-7, 2025

<b>Day 1 (February 6, 2025)</b>		
8:00-9:30	Nationalistic Song	AVP
	Prayer	<b>MERCEDITA SALDERO</b> <i>Education Program Supervisor</i>
	DepEd Munoz Hymn	AVP
	Roll Call of Participants	<b>JOEL G. DIZON</b> <i>Education Program Specialist II</i>
	Welcome Remarks	<b>CYRIL S. TALUSAN</b> <i>Senior Education Program Specialist</i>
	Inspirational Message	<b>JOHANNA N. GERVACIO PhD, CESO V</b> <i>Schools Division Superintendent</i>
	Statement of Purpose	<b>WINNIE W. POLI</b> <i>Education Program Supervisor – SGOD</i>
9:31-10:00	Announcement of Presentation Guidelines	<b>LAMBERTO P. CORPUZ</b> <i>Senior Education Program Specialist</i>
10:01-12:00	Simultaneous Presentation of Contingency Plan (per cluster)	<b>PER CLUSTER</b>
12:01-13:00	Lunch	
13:01-17:00	Continuation of the Simultaneous Presentation of Contingency Plan (per cluster)	<b>PER CLUSTER</b>
<b>Day 2 (February 7, 2025)</b>		
8:00-8:30	Nationalistic Song	AVP
	Prayer	<b>AUGUSTO A. MATEO</b> <i>Education Program Supervisor</i>
	Roll Call of Participants	<b>JOEL G. DIZON</b> <i>Education Program Specialist II</i>
	Energizer	AVP
8:31- 10:00	Sharing of Best Practices	<b>LEAD PANELISTS PER CLUSTER</b>



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	Workshop	<b>SCHOOLHEADS AND SDO PANEL PER CLUSTER</b>
10:01-11:30	Processing of output, presentation of assessment Awarding of Best Outputs	<b>PANEL LEADER / CLUSTER</b>
11:30-12:00	Ways Forward and Closing Remarks	<b>ROSAN E. ARISTON</b> <i>Project Development Officer II</i>
12:01-1:00	Lunch	<b>All Participants</b>
13:01-15:00	TRAVEL	<b>All Participants</b>



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Enclosure No. 2 to Schools Division Memorandum No. 041s, 2025

### COMPOSITION OF PANELISTS AND FACILITATORS PER CLUSTER

#### NORTH CLUSTER

NOVALYN RODOLFO	LEILANI TIDALGO
CYRIL S. TALUSAN	LAMBERTO P. CORPUZ
AARON SOBREVILLA	FHRIESSY CRUZ BERMUDA, II
ROSAN ARISTON	EMALYN MAGLANOC
GENALYN TANGONAN - Facilitator	JOCELYN DE GUZMAN - Facilitator

#### EAST CLUSTER

#### WEST CLUSTER

WINNIE POLI	MERCEDITA SALDERO
AUGUSTO MATEO	JOEL G. DIZON
JOMEL MANGAWANG	WINNIE VALDEZ
MINDA MANGALINDAN	STELLA MARIE DUMALE
PEPITO DE GUZMAN - Facilitator	MICHELLE JAYME - Facilitator

#### SOUTH CLUSTER

#### SECONDARY SCHOOLS

NELIE SACMAN	CONSULTANT JOHANNA N. GERVACIO PhD, CESO V Schools Division Superintendent
JOHANN M. TABING	
MARLON SIMINIG	
JAYSON V. FLORES	
EMMANUEL ALVAREZ - Facilitator	



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REGION III- CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 3 to Schools Division Memorandum No. 041 s, 2025

### LIST OF SDO PARTICIPANTS

#	FUNTIONAL DIVISION	NAME
	OSDS	JOHANNA N. GERVACIO PhD, CESO V
1	OSDS	FHRIESSY CRUZ BERMUDA
2	OSDS	MINDA MANGALINDAN
3	OSDS	JOMEL MANGAWANG
4	OSDS	EMALYN MAGLANOC
5	OSDS	JOHANN TABING
6	OSDS	WINNIE VALDEZ
7	OSDS	AARON SOBREVILLA
8	OSDS	STELLA MARIE DUMALE
9	OSDS	KIMBERLY JOAN TADEO
10	SGOD	WINNIE POLI
11	SGOD	LAMBERTO CORPUZ
12	SGOD	JOEL DIZON
13	SGOD	JAMES PATRICK BARIAS
14	SGOD	MARLON SIMINIG
15	SGOD	ROSAN ARISTON
16	SGOD	JAYSON FLORES
17	SGOD	CHARMAINE ELJIE RAYOS
18	CID	LEILANI TIDALGO
19	CID	NELIE SACMAN
20	CID	NOVALYN RODOLFO
21	CID	AUGUSTO MATEO
22	CID	MERCEDITA SALDERO



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### LIST OF SCHOOL PARTICIPANTS

NO.	SCHOOL	SCHOOL Participants
1	BAGONG SIKAT ES	MAY PADILLA
2	BANTUG ES	ARCELI Q. RIGOS
3	BICAL ES	ELENITA ROMAGOSA
4	CABISUCULAN ES	ROWENA ORDONEZ
5	CALABALABAAN ES	RICARDO MEDRANO
6	CALISITAN ES	CECILIA ALVAREZ
7	CATALANACAN ES	MARGARIE LUCERO
8	CURVA ES	ROD HERBERT CASTILLO
9	DEPED-CLSU LAB. ES	JOCELYN DE GUZMAN
10	FRANZA ES	MARITES RINGOR
11	GOV. ELJMS	EDGARDO SAN ANDRES
12	GABALDON IS	EMANNUEL ALVAREZ
13		MARK ANTHONY PARAGUISON
14	LICAONG ES	ROSARIO SAPITAN
15	LINGLINGAY ES	MARICEL H. PALMA
16	MANGANDINGAY ES	LEAH LAZARO
17	MARAGOL IS	MARICEL DEVAD
18		CYRIL TALUSAN
19	MAGTANGGOL IS	JHON DEL MUNDO
20		HAIDEE PAJARITO
21	MALIGAYA ES	MICHELLE JAYME
22	MAPANGPANG ES	CHARLES DIZON
23	MUÑOZ CENTRAL SCHOOL	PEPITO DE GUZMAN
24	MUÑOZ NORTH CS	GENALYN TANGONAN
25	PANDALLA ES	EDWIN MANUEL
26	PALUSAPIS IS	CHRISTIAN DELA CRUZ
27		MELANIE AQUINO
28	RANG-AYAN ES	JORDAN NICODEMUS
29	RICARDO V. ADRIANO ES	RONA MAE CRUZ
30	RIZAL ES	MARILYN SICAT
31	SAN ANDRES ES	DIVINA CAPINPIN
32	SAN ANTONIO IS	JEFFREY BANAWA



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33	SAN FELIPE ES	ELVIERITA PACLIBARE
34	SPG. CAWAYAN ES	ALONA GASCON
35	VILLA ISLA ES	JOVEN LA ROSA
36	VILLA CUIZON ES	JHON GALERA
37	VILLA NATI ES	MARICEL GILVOLIGAYA
38	VILLA SANTOS ES	JACKYLOU ALBERTO
39	MNHS-ANNEX JHS	PEDRO DE GUZMAN
40	MNHS-MAIN JHS	MARICHELE MERCULIO
41	MNHS-MAIN SHS	DOMINADOR ORPILLA
42	NAGLABRAHAN PS	AL JOHN FEBRERO
43	TEKILA GRACE DV ALVAREZ MS	VERONICA AQUINO



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