Republic of the Philippines

Department of Education

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

6 November 2026

SCHOOLS DIVISION MEMORANDUM
No. 389, s. 2026

PRESENTATION OF CONTINGENCY PLANS GENERATED THROUGH THE PLANSMART FOR SAFE SCHOOLS (PSSS) WEB APPLICATION

To: Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. In line with the Department of Education's commitment to strengthening disaster preparedness and ensuring safe and resilient learning environments, this Office shall conduct the Presentation of School Contingency Plans Generated Through the PlanSmart for Safe Schools (PSSS) Web Application on November 10–11, 2026, in IT Farm Resort, Rizal, Nueva Ecija.

2. The activity aims to provide an avenue for the presentation, review, and enhancement of School Contingency Plans generated through the PlanSmart for Safe Schools (PSSS) Web Application.

3. All participants shall present their contingency plan corresponding to the top or highest-priority hazard identified in their respective schools. Those with no account in the PSSS Web Application shall use the old Contingency Plan format. Schools belonging to the same cluster are encouraged to present contingency plans covering different hazards to ensure a broader exchange of strategies.

4. Attached are the list of participants and the training matrix.

5. This Memorandum serves as Travel Authority of the participants.

6. Immediate and wide dissemination of this Memorandum is desired.

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

CONTINGENCY PLAN

REA Presentation of Contingency Plan Generated through Plansmart For Safe Schools (PSSS) Web Application
026/ November 6, 2026

JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

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

Enclosure No. 1 to Schools Division Memorandum No. 389 s, 2026

PRESENTATION OF CONTINGENCY PLAN

TRAINING MATRIX ((November 10-11, 2026)

November 10 (Day 1)		
Time	**Activity**	**In-Charge**
7:30-8:00 AM	Arrival of Participants and Registration	**ANALYN PASCUA** *Project Development Officer I*
8:01-8:30 AM	*Preliminaries* Makabayan Song Prayer	AVP **AUGUSTO A. MATEO** *Education Program Supervisor*
	Roll Call of Participants	**CYRIL S. TALUSAN** *Senior Education Program Specialist*
	Statement of Purpose	**BERNARDO A. GARGABITE EdD** *Chief ES-SGOD*
	Welcome Remarks	**LARRY B. ESPIRITU PhD** *Chief ES-CID*
	Inspirational Message	**JOHANNA N. GERVACIO PhD, CESO V** *Schools Division Superintendent*
8:31-10:00 AM	Introduction to Contingency Plan	**ROSAN E. ARISTON** *Project Development Officer I*
10:01-10:30 AM	Snacks	**All Participants**
10:31-11:20 AM	Rationale for the Development of the PlanSmart for Safe Schools (PSSS) Web Application	**JOHANN M. TABING** *Information Technology Officer I*
11:21-12:00 AM	Walkthrough on PSSS	**ALVIN B. RAMIREZ** *Administrative Officer II* **GERALD VALDEZ** *Computer Assistant*
12:01-1:00 PM	Lunch	**All Participants**
1:01-1:10 PM	Energizer	
1:11-1:30 PM	Presentation of Guidelines, Groupings	**CYRIL S. TALUSAN** *Senior Education Program Specialist*
1:31-5:00 PM	Clustered Presentation	**All Schoolheads**

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November 11 (Day 2)

Time	Activity	In-Charge
8:00-8:30 AM	Preliminaries	**JAMES PATRICK BARIAS** *Education Program Specialist*
8:31-12:00	Continuation of Clustered Presentation	**All Participants**
12:01-1:00 PM	Lunch	**All Participants**
1:01-1:10 PM	Energizer	
1:11-2:00 PM	Presentation/insights of the selected school head about PSSS	**Selected Schoolhead per cluster**
2:01-3:00 PM	Presentation of Feedback by the Panelist (one per cluster)	**Panel Leader**
3:00-3:30 PM	Snacks	**All Participants**
3:01-4:00 PM	Ways Forward and Closing Remarks	**WINNIE W. POLI** Education Program Supervisor
4:01-5:00 PM	Awarding of Certificates and Photo Ops	**All Participants**

ANDREILINE GASTON
Lady of Ceremony

Republic of the Philippines

Department of Education

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

Enclosure No. 2 to Schools Division Memorandum No. 389 s. 2026

LIST OF PARTICIPANTS

#	UNIT	NAME
1	SDO-OSDS	JOHANNA N. GERVACIO PhD, CESO V
2	SDO-OSDS	ATTY. ROMMEL L. CORPUZ
3	SDO-OSDS	JOHANN M. TABING
4	SDO-OSDS	ALVIN B. RAMIREZ
5	SDO-OSDS	GERALD L. VALDEZ
6	SDO-OSDS	RICHARD HAMBRE
7	SDO-SGOD	BERNARDO A. GARGABITE
8	SDO-SGOD	WINNIE W. POLI
9	SDO-SGOD	CYRIL S. TALUSAN
10	SDO-SGOD	JAMES PATRICK BARIAS
11	SDO-SGOD	MARLON V. SIMINIG
12	SDO-SGOD	ROSAN E. ARISTON
13	SDO-SGOD	ROMALYN TULIAO
14	SDO-SGOD	ANALYN PASCUA
15	SDO-SGOD	CHARMAINE ELJIE RAYOS
16	SDO-SGOD	JAYSON FLORES
17	SDO-SGOD	ANDREILINE GASTON
18	SDO-CID	LARRY B. ESPIRITU
19	SDO-CID	AUGUSTO MATEO
20	SDO-CID	MARY QUEEN P. ORPILLA
21	SDO-CID	MERCEDITA SALDERO
22	SDO-CID	MELODY GALINGAN
23	SDO-CID	LEILANI TIDALGO
24	SDO-CID	NELIE SACMAN
25	SDO-CID	AILEEN MACTAL
26	SDO-CID	RODOLFO DIZON
27	SDO-CID	NOVALYN RODOLFO
28	SDO-CID	EDGARDO SAN ANDRES, JR
29	BAGONG SIKAT ES	MAY P. PADILLA
30	BANTUG ES	EMILY I. FERNANDEZ
31	BICAL ES	ELENITA R. ROMAGOSA
32	CABISUCULAN ES	ROWENA D. ORDOÑEZ

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33	CALABALABAAN ES	RICARDO C. MEDRANO
34	CALISITAN ES	ANVIL A. PORTES
35	CATALANACAN ES	MARGARIE LUCERO
36	CURVA IS	ROD HERBERT C. CASTILLO
37	DEPED-CLSU LAB. ES	JOCELYN R. DE GUZMAN
38	FRANZA ES	ANN CHRISTIAN FRANCISCO
39	GOV. ELJMS	MARK ANTHONY PARAGUISON
40	GABALDON IS	JUNE ALVIN APOSTOL
41	INDAY MELENCIO NHS	LOURDES NOSCAL
42	LICAONG ES	ROSARIO M. SAPITAN
43	LINGLINGAY ES	LEAH C. LAZARO
44	MAGTANGGOL IS	MARIA KATHRINA GASPAR
45	MANGANDINGAY ES	ALJHON U FEBRERO
46	MARAGOL IS	FLOMEL JAVIER
47	MALIGAYA IS	MICHELLE T. JAYME
48	MAPANGPANG ES	CHARLES A. DIZON
49	MNHS-ANNEX	PEDRO J. DE GUZMAN
50	MNHS-MAIN JHS	NINO DE GUZMAN
51	MUÑOZ CS	PEPITO D. DE GUZMAN
52	MUÑOZ NORTH CS	GENALYN B. TANGONAN
53	NAGLABRAHAN PS	IRENIO BUCSIT JR.
54	PANDALLA ES	ROD ZEDRICK JUGANAS
55	PALUSAPIS IS - ES	CHRISTIAN U. DELA CRUZ
56	RANG-AYAN ES	CECILIA R. ALVAREZ
57	RV ADRIANO ES	RONA MAY E. CRUZ
58	RIZAL ES	MARILYN SICAT
59	SAN ANDRES ES	DIVINA M. CAPINPIN
60	SAN ANTONIO IS	JOANNA MARIE D. TORDAA
61	SAN FELIPE ES	ELVIERITA O. PACLIBARE
62	SAPANG CAWAYAN ES	ALONA A. GASCON
63	SCIENCE CITY OF MUÑOZ SHS	GLEN VIDANIA
64	TEKILA GRACE ALVAREZ PS	JACKYLOU ALBERTO
65	VILLA ISLA ES	MARICEL D. GILVOLIGAYA
66	VILLA CUIZON ES	JHON D. GALERA
67	VILLA NATI ES	HAIDEE O. PAJARITO
68	VILLA SANTOS ES	VERONICA AQUINO

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