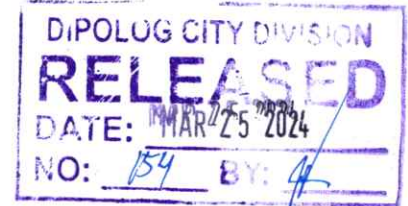




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



March 25, 2024

DIVISION MEMORANDUM

No. 154, s. 2024

INCIDENT COMMAND SYSTEM EXECUTIVE COURSE

To: ASST. SCHOOLS DIVISION SUPERINTENDENT
CHIEF, CURRICULUM IMPLEMENTATION DIVISION (CID)
CHIEF, SCHOOLS GOVERNANCE AND OPERATIONS DIVISION (SGOD)
PUBLIC SCHOOLS DIVISION SUPERVISORS
ALL ELEMENTARY PUBLIC SCHOOL HEADS/PRINCIPALS
ALL SECONDARY PUBLIC SCHOOL HEADS/PRINCIPALS
DIVISION DRRM COORDINATOR
SELECT ZPRAA DELEGATION OFFICIALS AND COACHES
SELECT DIVISION PERSONNEL
SELECT SCHOOL NON-TEACHING PERSONNEL
All Other Concerned

1. Pursuant to Republic Act (RA) 10121 or the Philippine Disaster Risk Reduction and Management (DRRM) Law, disaster risk reduction and climate change are to be mainstreamed in the development processes such as policy formulation, socioeconomic development planning, budgeting and governance in various areas and sectors including, but not limited to, education.
2. The Department of Education had issued the DepEd Order No. 37, s. 2015 or the Comprehensive Disaster Risk Reduction and Management (DRRM) in Education Framework where it aims to guide DRRM efforts in the basic education sector towards resilience-building in offices and schools, and to ensure that quality education is continuously provided and prioritized even during disasters and/or emergencies.
3. Incident Command System (ICS) is one of the flagship programs of the OCD. By virtue of various NDRRMC issuances, ICS has been institutionalized as an on-scene disaster response tool of the Philippine DRRM System. ICS is a standard, on-scene, and all-hazard incident management concept introduced by the US Forest Service that can be used by all DRRM Councils, emergency management, and response agencies. It is a disaster response tool that coordinates the actions of all response groups.
4. Thus, to develop better appreciation and understanding of ICS, this Division shall conduct an **EXECUTIVE COURSE TRAINING ON ICS** on April 01 and 02, 2024, two (2) batches, for select Division and School Personnel. Kindly refer to the table below for the schedule and expected participants for each batch:

Batch	Date	Venue	Expected Participants
Batch 01	April 01, 2024 (8AM to 6PM)	Top Plaza Hotel, Dipolog City	See Enclosure 2
Batch 02	April 02, 2024 (8AM to 6PM)		



Address: Purok Farmers, Dlingan, Dipolog City
Email: dipolog.city@deped.gov.ph
Website: www.depeddipolog.net
Facebook: DepEd Tayo – Division of Dipolog City

5. For any questions and/or clarifications, you may contact ALAN D. CHIU, DRRM Coordinator, 0907-054-7070.
6. Immediate dissemination of this Memorandum is highly desired.


MA. LIZA R. TABILON, EdD., CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

Encl.: none

Reference: As stated

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

SGOD, DRRM	ICS	ZPRAA
Schools	OCD	

ADC/20240325-DM-ICSEC
March 25, 2024

ENCLOSURE 1: ACTIVITY MATRIX

INCIDENT COMMAND SYSTEM EXECUTIVE COURSE (ICSEC)

Time	Particulars
0800H - 0830H	Registration
0830H - 0900H	Opening Program
0900H - 0930H	Administrative Announcements Course Overview Pre-Test
0930H - 0945H	AM Break
0945H - 1200H	Module 1: Introduction to ICS
1200H - 1300H	Lunch Break
1300H - 1400H	Module 2: ICS Organization and Staffing
1400H - 1500H	Module 3: ICS Facilities
1500H - 1515H	PM Break
1515H - 1630H	Module 4: Managing Planned Events and Major Incidents
1630H - 1700H	Module 5: Common Responsibilities
1700H - 1730H	Open Forum Ways Forward Post-Test Training Course Evaluation
1730H - 1800H	Closing Program
1800H	End of Training

ENCLOSURE 2: LIST OF PARTICIPANTS

Batch 01 April 01, 2024 (Monday)	
Name	Station
1. Adrian Castelo	SDO
2. Adrian G. Refugio	SDO
3. Aileen B. Noli	Punta NHS
4. Allen Paul Bugahod	SDO
5. Bernardo T. Jarmin	ZNNHS
6. Cherry Mae B. Eltanal	SDO
7. Chris Rey VII A.Herrera	SDO
8. Cielbert E. Dondoyano	SDO
9. Cielidel V. Timosa	SDO
10. Crispo V. Gahisan	SDO
11. Devine Rosal	SDO
12. Dexter A. Elumba	Miputak NHS
13. Joselito S. Tizon	ZNNHS
14. Edgar C. Dingal	SDO
15. Emmanuel F. Bacaltos	SDO
16. Geilou O. Yabres	ZNNHS Turno
17. Genevieve B. Miranda	SDO
18. Gina P. Ramos	ZNNHS
19. Jackie Lyn Z. Dalman	Tubod IS
20. Jan Rina N. Bitancor-Uy	Punta NHS
21. Jeffrey Bolingkit	SDO
22. Jessani E. Quirante	ALS
23. Jesse P. Samaniego	SDO
24. Jo Ann M. Borbon	SDO
25. Jonald L. Noli	ZNNHS Turno
26. Jovie Abaa	ZNNHS
27. Julie Ann Myla P. Ricafort	Galas NHS
28. Kent M. Adolfo	MECS
29. Leah Dannielle B. Sumundong	ZNNHS Turno
30. Leo Taman	ZNNHS
31. Lyn A. Carpio	Estaka CS
32. Maria Fe Grace P. Dinampo	Olingan ES
33. Maria Lisa E. Valdehueza	SDO
34. Mark Benson Banega	Estaka CS
35. Nilgane Baraquia	SDO
36. Nora Llorito	Biasong ES
37. Psyche G. Macute	Turno ES
38. Randyl A. Geraga	SDO
39. Remegio D. Gabonada	DPDS
40. Remegio Gabonada	DPDS
41. Remryan R. Rebutazo	Dipolog SPED Center
42. Riel Angela C. Josol	SDO
43. Rosmabel Jotojot	SDO
44. Rossalyn Z. Montealto	SDO
45. Sharika D. Jumawan	Barra ES
46. Shella Marie T. Pactol	SDO
47. Shiela S. Quimpo	ZNNHS Turno
48. Venus J. Catipay	Diwan ES
49. Vilma C. Velasco	SDO
50. Virginia E. Tagab	ZNNHS Turno

Batch 02
April 02, 2024 (Tuesday)

Name	Station
1. Alex Drilon	District-Based
2. Algiemar Ageas	District-Based
3. Alineil U. Divinagracia	SDO
4. Amelinda B. Montero, DM	SDO
5. Ana Riva E. Lanat	SDO
6. Angelito Maligro	ZNNHS
7. Anna May Castro Aleria	SDO
8. Arnildo Villamora	District-Based
9. Bleize Gumela	District-Based
10. Carra Mae Ulla	SDO
11. Chokie Mabilog	ZNNHS
12. Christen Kaye Dagpin	District-Based
13. Deborah Mae L. Alejo	SDO
14. Ellyn G. Nonong	ALS
15. Elsie Manginsay	District-Based
16. Emil E. Banua	Sinaman IS
17. Erma P. Ajero	St. John ES
18. Euphraem Gayapa Barral	District-Based
19. Evelyn Etol Mandao	SDO
20. Febe Arianne Kagatan Pagulong	SDO
21. Genevieve Bermudez	SDO
22. Genilyn Macapilit	District-Based
23. Gerald Dumat-ol	San Alfonso ES
24. Gina Tan Caermare	District-Based
25. Harris Liong	Gulayon IS
26. Ian T Dael	Olingan ES
27. Jean Fayette Labadan	District-Based
28. Jeffrey Buhisan	UDIS
29. Jesel B. Chiu	SDO
30. John Dayrel Regencia	Sta. Filomena IS
31. John Leo Samante	SDO
32. Kim Grapa	Sta. Filomena IS
33. Loubert Lyle Poculan	District-Based
34. Love Lugo Ricafort	SDO
35. Ma. Liza R. Tabilon, EdD., CESO V	SDO
36. Maiko Dominic Diaz	District-Based
37. Manolin Tinonga Ibanez	SDO
38. Maria Cecille Bastasa-Tanaga	SDO
39. Maria Riza Z. Lagroma	Gulayon IS
40. Mary Catherine G. Tabudlong	ALS
41. Melanie Evasco Chiong	SDO
42. Melody Ranoco	District-Based
43. Michele Grace Sabando Pesquira	SDO
44. Prince Jacinto	District-Based
45. Reymar Retes	Guinsangaan ES
46. Rolou Solis	SDO
47. Ruby Jane Banega Supangan	SDO
48. Sheena Cabello	District-Based
49. Vincent Fudolin	District-Based
50. Yuri Nathaniel Balanay Nadala	SDO

ANNEX 3: TRAINING MANAGEMENT TEAM

Names	Section/ Division	Position	Roles/Functions/ Contributions
Alan D. Chiu	SGOD	PDO II	Project Proponents
Leila D. Gumela Jesel B. Chiu	SGOD	GIP EPS II	Secretariat/ Documenter
Luisiano S. Murro, Jr.	SGOD	SEPS (SMME)	Monitoring and Evaluation
Nur N. Hussien	SGOD	SGOD Chief	Supervising Officer