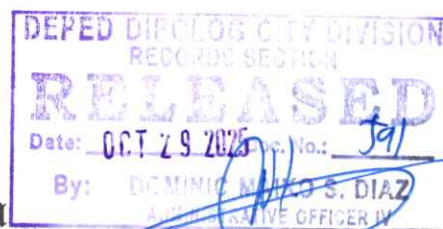




Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY



October 29, 2025

**DIVISION MEMORANDUM**

No. 321, s. 2025

**PARTICIPATION TO THE ONE-DAY GENDER MAINSTREAMING AND DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) TRAINING AND WORKSHOP**

To: Asst. Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, Schools Governance and Operations Division (SGOD)  
Youth and Development Section  
Education Program Supervisors  
Public Schools District Supervisors  
Concerned Public School Heads  
Concerned SSLG Coordinators and Officers  
Concerned YES-O Coordinators and Officers  
This Division  
All Others Concerned

1. In reference to the **letter from the Office of Civil Defense IX dated October 20, 2025**, the Schools Division of Dipolog City, through its **Disaster Risk Reduction and Management Service Section**, will be facilitating—together with OCD IX—the conduct of the **One-Day Gender Mainstreaming and Disaster Risk Reduction and Management (DRRM) Training and Workshop for selected student leaders (Batch 2)**. The training will be conducted by the Office of Civil Defense IX – Gender and Development (GAD) Focal Point System on **November 4, 2025 (Tuesday)**, from **9:00 AM to 5:00 PM** at the **SDO Cafeteria, 3rd Floor**. Accordingly, the DepEd Dipolog Division will be sending designated student leader representatives to participate in the aforementioned activity.
2. Relative to this, the training aims to enhance the capacity of the school community to manage disaster risks while ensuring a gender-sensitive approach effectively. The training will specifically equip the participants with the knowledge, skills, and awareness to identify and understand disaster risks specific to the school environment, promote gender equality and sensitivity by applying gender-sensitive approaches to DRRM (GAD DRRM), and foster a culture of safety and resilience within the school community.

3. With this, the target participants of this activity are the selected Learner Government and YES-O representatives as well as selected Club Officers from the following schools:
- **Zamboanga del Norte National High School (ZNNHS) Main**
  - **Sicayab National High School**
  - **Miputak National High School**
4. To ensure that parents or guardians are fully informed and have given their approval for their child's participation, **participating learners must fill out and bring the duly accomplished Parent/Guardian's Consent Form** in order to attend the activity. **IMPORTANT REMINDER:** *No Parent's Consent, no participation.*
5. Moreover, since **ZNNHS Main** and **Sicayab NHS** are located at a considerable distance from the training venue, participating learners from these schools will be fetched from their respective campuses and transported to the designated location via the division vehicle.
6. Please refer to the enclosure for the letter from the OCD IX, the Parent's Consent Form as well as the official list of participants to the aforementioned training in the annexes.
7. **For more info**, you may contact the Division DRRM Coordinator, **Christian James S. Paco** at **[0961-461-5305]** or email **[drrm.dipolog@deped.gov.ph]**.
8. Immediate and widest dissemination of this Memorandum is highly desired.

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

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Encl.: Annex A: List of Participants  
Annex B: Parent's Consent Form  
Annex C: Letter from OCD-IX GAD Focal System and RD Atty. Ruel S. Halanes dated October 20, 2025

Reference: As stated

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

SGOD, DRRM	DRRM	GAD
Training	Student Leaders	Gender Mainstreaming

CMNM/ 20251029-DM-GADTraining  
October 29, 2025

**ENCLOSURE (ANNEX A):**

**LIST OF THE OFFICIAL PARTICIPANTS OF THE ONE-DAY GENDER  
MAINSTREAMING AND DISASTER RISK REDUCTION AND MANAGEMENT (DRRM)  
TRAINING AND WORKSHOP (BATCH 2)**

• **Zamboanga del Norte National High School (ZNNHS) Main**

	Name	Position	Grade Level
1.	Miaflor Ogarte	Registered Guidance Counselor – GAD Focal	
2.	Fritzie F. Go	Teacher III – SSLG Adviser	
3.	Rhianne Kristelle Jane B. Villarama	SSLG President	Grade 12
4.	Raice Lawrence M. Dominise		Grade 11
5.	Herlence Andrea L. Esperanza	YES-O President	Grade 12
6.	Janrex C. Legados		Grade 11
7.	Maelanie O. Abrasaldo		Grade 12
8.	Joshua M. Resullar		Grade 11
9.	Lyka Jane G. Manong		Grade 11
10.	Charish I. Cabilin		Grade 12

• **Sicayab National High School**

	Name	Position	Grade Level
1.	Dalla T. Ledio	Teacher III – GAD Focal	
2.	Charles Ryan A. Calacat	Teacher III – SSLG Adviser	
3.	Mayvin Marish J. Peñez	SSLG President	Grade 12
4.	Jesus D. Mosqueda Jr.	SSLG G12 Representative	Grade 12
5.	Brizynne Joy C. Lastimado	YES-O President	Grade 12
6.	Pauline A. Cabasag	BKD President	Grade 12
7.	Fatima C. Absari	BKD Secretary	Grade 11
8.	Claire A. Oriola	YES-O PIO	Grade 11

9.	Frank Gabriel Garcia	PHNN Member	Grade 11
10.	Marco O. Rebutazo	SSLG G11 Representative	Grade 11

• **Miputak National High School**

	Name	Position	Grade Level
1.	Ma. Farra Mae B. Sepe	Teacher – GAD Focal	
2.	Riza Lee M. Libao	Teacher III – SSLG Adviser	
3.	Randolf Jay D. Morandarte	SSLG President	Grade 12
4.	Zyra L. Ariston	SSLG VP	Grade 12
5.	Richard R. Benlot	YES-O President	Grade 12
6.	Chin Mhe D. Nuñez	YES-O Auditor	Grade 12
7.	Jiniel J. Gainsan	SSLG Grade 11 Representative	Grade 11
8.	Andrea Kate I. Dela Cruz	Filipino Journalism Club Member	Grade 11
9.	Ian Daven B. Verona	Science Club Grade 11 Representative	Grade 11
10.	Cristine Claire A. Olaira	English Club Member	Grade 11

## ANNEX B: PARENT'S CONSENT FORM



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

### PARENT/GUARDIAN'S CONSENT FORM

Name of learner: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Sex: \_\_\_\_\_

Allergies: \_\_\_\_\_

Blood type: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Relationship to learner: \_\_\_\_\_

Home address: \_\_\_\_\_

Contact number: \_\_\_\_\_

Adviser/Teacher's Name: \_\_\_\_\_

School: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Activity: **One-Day Gender Mainstreaming and Disaster Risk Reduction and Management (DRRM) Training and Workshop (Batch 2)**

Date: **November 04, 2025**

Time: **9:00 AM – 5:00 PM**

Venue: **SDO Cafeteria, 3<sup>rd</sup> Floor**

As the parent/guardian of the abovementioned learner, I hereby acknowledge that I have been informed of the details of the off-campus activity and voluntarily and freely elect my child to participate in this off-campus activity. Furthermore, I understand the risks associated with an off-campus activity and agree that the rules and regulations established for the said activity are for the safety and security of the participants, and thus agree to instruct my child or children to obey them.

I also authorize the oversight proponent of the activity to gather and utilize the data and information, including personal information and images, that may arise during the activity, in accordance with the Data Privacy Act of 2012.

Having understood all the aforementioned, I hereby consent to allow my child or children to participate, acknowledging all of the foregoing. I am also solely responsible for providing travel insurance and any expenses for my child or children's participation in the activity.

\_\_\_\_\_  
Parent/Guardian's Printed Name & Signature

\_\_\_\_\_  
Date

## ANNEX C: LETTER FROM OCD IX



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF NATIONAL DEFENSE  
**OFFICE OF CIVIL DEFENSE IX**



Pres. Corazon C. Aquino, Regional Government Center, Brgy. Balintawak, Pagadian City, Zamboanga del Sur, Philippines

**20 October 2025**

**DR. MA. LIZA R. TABILON, EdD, CESO V**

Schools Division Superintendent  
Schools Division of Dipolog City  
Olingan, Dipolog City

**Thru: NUR N. HUSSEIN, DM**

Chief, Schools Governance and Operations Division

**CHRISTIAN JAMES S. PACO**

Project Development Officer II (DRRM Division Coordinator)

Dear **Dr. Tabilon**:

*Greetings of goodwill and solidarity!*

The Office of Civil Defense IX- Gender and Development (GAD) Focal Point System will facilitate the conduct of One-Day Gender Mainstreaming and Disaster Risk Reduction and Management (DRRM) Training and Workshop for selected student leaders batch 2 within the Schools Division of Dipolog City this **04 0900h-1700H November 2025** at Miputak Elementary School Multi Media Room.

This integrated training aims to enhance the capacity of your school community to manage disaster risks while ensuring a gender-sensitive approach effectively. The training will specifically equip the participants with the knowledge, skills, and awareness to identify and understand disaster risks specific to the school environment. Promote gender equality and sensitivity by applying gender-sensitive approaches to DRRM (GAD DRRM) and foster a culture of safety and resilience within the school community.

Relative to this we respectfully request your office to designate 35 student leader representatives to attend and to ensure a comprehensive representation from the school community.

We look forward for a favorable merit on this request.

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**SERVING THE NATION, PROTECTING THE PEOPLE**

Tel/Fax No. (062) 945-0969 / 991-6361; E-mail Address: [ocdrc9@gmail.com](mailto:ocdrc9@gmail.com)

Facebook: Civil Defense IX – Zamboanga Peninsula

OPCEN: 0915 647 8884 / 0998 280 5411



Address: Government Center, Sta. Isabel, Dipolog City  
Email: [dipolog.city@deped.gov.ph](mailto:dipolog.city@deped.gov.ph)  
Website: [www.depeddipolog.com](http://www.depeddipolog.com)  
Facebook: DepEd – Schools Division of Dipolog City




REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF NATIONAL DEFENSE  
**OFFICE OF CIVIL DEFENSE IX**



Pres. Corazon C. Aquino, Regional Government Center, Brgy. Balintawak, Pagadian City, Zamboanga del Sur, Philippines

For any queries and clarification, kindly contact **Ms. Dianne Maureen S. Jore** with **mobile number 09356984870**.

Sincerely,

 Digitally signed  
by ATTY. RUEL S.  
HALANES, LPT,  
EnP  
Date: 2025.10.22  
10:13:02 +08'00'

**Atty. Ruel S. Halanes**  
Regional Director



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**SERVING THE NATION, PROTECTING THE PEOPLE**

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Facebook: Civil Defense IX – Zamboanga Peninsula  
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Website: [www.depeddipolog.com](http://www.depeddipolog.com)  
Facebook: DepEd – Schools Division of Dipolog City

