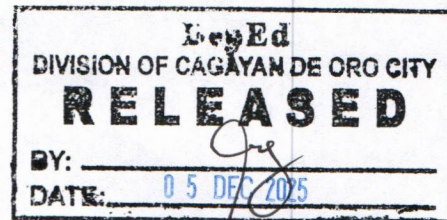




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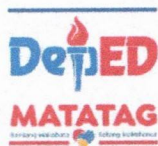
03 December 2025

DIVISION MEMORANDUM
No. 1118 s.2025

DRRM TRAINING OF TRAINERS (TOT)

TO: **All Public Elementary and Secondary School Heads**
All Identified Participants (Enclosure 1)
All Resource Speakers (Enclosure 1)
All Members of the Technical Working Group (Enclosure 1)
All Others Concerned

1. In line with the continuing efforts of the Schools Division of Cagayan de Oro City to strengthen disaster preparedness and enhance the capacity of school personnel on emergency response, this Office shall conduct a **Division Disaster Risk Reduction and Management (DRRM) Training of Trainers (ToT)** on **December 15-16, 2025** at **Country Village Hotel, Carmen, Cagayan de Oro City**.
2. The **official list of participants, assigned resource speakers, and members of the Technical Working Group (TWG)** is provided in **Enclosure 1** for reference and guidance.
3. The **list of materials and required items** that participants must bring to the training is provided in **Enclosure 2**. All participants are reminded to bring **all listed materials**, as these will be used during the simulation-based and hands-on sessions.
4. This Training of Trainers aims to:
 - a. Capacitate selected School DRRM Coordinators and teachers on life-saving skills, emergency response protocols, and DRRM competencies;



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

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- b. Develop a pool of trained facilitators who can lead school-based and district-wide DRRM capacity-building activities; and
 - c. Strengthen the Division's preparedness, response, and mitigation strategies through enhanced skills training and practical application.
5. Participants are expected to be at the venue by **7:30 AM on December 15, 2025** for registration and initial briefing. Attendance for the entire duration of the training is **compulsory**.
 6. Meals, training supplies, and needed logistical support will be provided by the Division DRRM Office for the successful conduct of the activity.
 7. Immediate and wide dissemination of this Memorandum is desired.

ROY ANGELO E. GAZO

Schools Division Superintendent

Encl.: As stated

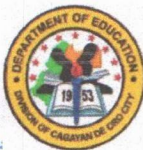
Reference: None

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

DRRM TRAINING

DM-054-SGOD-SMN-RQB/drrm training of trainers

December 3, 2025



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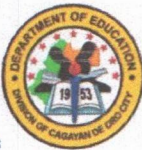
ENCLOSURE 1:

A. List of Participants:

South	Southwest 1	Southwest 2	North 1	North 2	West 1	West 2	East 1	East 2	Central	Division
Ralph Lituanas	Sean Philip Valiente	Rosaly M. Amaro	Ryan Lactao	Brian Antig	JR Emlano	Delbert Ibarat	Jesson Ryan Susmiran	Allan Guibone	Ferdinand Vallejera	Francis Tagadiad
Joan Mae Tabla	Pherlhu Christianne Bisuña	Jessie Grace N. Hernane	Isidro Medroso Jr.	Jeanny Gonzales	Gabriel Janeo	Wendy Micabalo	Nathaniel Bayang	Nelly Abaa	Nicolas Nacaytuna	Ramil Visto
Jeffrey Abella	Leonille Israel	Burton Kent Castulo	Julius Sajulan	Arnel S. Pacana	Kent Lodonia	Princess Magsacay	Johnny Sumaya	Niquou Macarampat	Rolly Bayron	Reventor Estrella
Jacqueline Gasatan	Cleope Ople	Genesis Lilam	Ferdinand Uayan	Denver Casinillo	Mary Cris Dacayanan	Jaymart Bernados	Michael John Marte	Nivi Grace Navarro	Cris Orot	Bryan Pasigay
Sydney Lee Navares	Kenth Bañanola	Mike Glendy Antolijao	Lovely Ponce	Reno Beja	Genesis Labajo	Jewilyn Jomoc	Ryan Macarandan	May Padilla	Maria Perpetua Patlunag	Justin Cajes
Jeson Edusma	Leaveline Tugahan	Edelyn Castro	Derson Pacudan	Albert Raagas	Cornelio Pol	Mark John Murillo	Ariel Mutia	Ray Jun Dag-uman	Fernando Ramoso	Vivap Cartagena

B. Resource Speakers: Bayani Alianza, Mark Salugsugan and Francisco Luspo

C. Technical Working Group Members: Ryan Blanco, Bethel Aimee Cueva, Johnrill Generoso, Ramil Abellon, Leila Cashmire Than and Francis Jose Luspo



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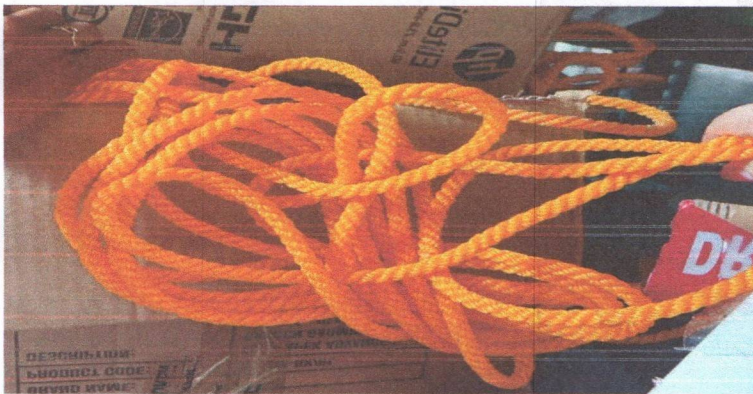
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ENCLOSURE 2:

Materials:

A. Rope - 10 mm X 5 meters



B. 2 Pieces of Triangular Bandage with the following dimensions:

