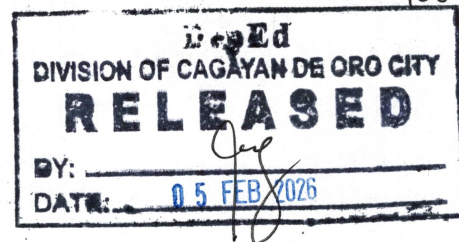




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

05 February 2026

**ADDENDUM TO DIVISION MEMORANDUM #116 SERIES 2026
ENTITLED "ACTIVATION OF THE DIVISION AND SCHOOL DISASTER
RISK REDUCTION AND MANAGEMENT (DRRM) TEAMS DUE TO
TROPICAL CYCLONE BASYANG"**

1. To ensure the effective conduct of field monitoring and on-site validation activities, the following four (4) drivers are hereby designated to assist the Division DRRM Team during the period of activation:
 - a. **Michael B. Sarilla Jr.**
 - b. **Marlon Neil N. Filipino**
 - c. **Edwin G. Jerusalem**
 - d. **Cyrill James B. Casinillo**
2. The following additional personnel from the Schools Governance and Operations Division (SGOD) are hereby included as members of the Division DRRM Team to augment monitoring, coordination, reporting, and response-related activities:
 - a. **Purcia C. Ang**
 - b. **Machy M. Tudas**
 - c. **Javie I. Jala**
3. All members of the Division DRRM Team, including the designated drivers and additional SGOD personnel, shall be entitled to Compensatory Time-Off (CTO) equivalent to two (2) days in recognition of services rendered during the DRRM activation period.



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/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 5



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

4. All expenses incurred in the conduct of Division DRRM operations, including but not limited to food, meals, snacks, and other incidental operational expenses, shall be chargeable to the Maintenance and Other Operating Expenses (MOOE), subject to existing accounting and auditing rules and regulations.
5. All other provisions of the main Memorandum not affected by this Addendum shall remain in full force and effect.

ROY ANGELO E. GAZO
Schools Division Superintendent



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

Doc. Ref. Code		Rev	
Effectivity		Page	2 of 5