



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

December 22, 2021

REGIONAL MEMORANDUM

No. **000895**, s. 2021

**SUBMISSION OF THE LIST OF DEPED TEACHING AND NON-TEACHING PERSONNEL
AFFECTED BY TYPHOON ODETTA**

To: Schools Division Superintendents
All Others Concerned

1. Pursuant to Memorandum OURO-2021-0377 dated December 20, 2021, this Office requests all concerned Schools Division Superintendents to **fill out the attached template for the submission of the list of DepEd teaching and non-teaching personnel affected by Typhoon Odette**. The soft copy of the template has been sent to the Division DRRM Coordinators through their group chat.
2. The aforementioned report must be submitted to this Region through the DRR Coordinator, Ted Juan C. Peleño at tedjuan.peleno@deped.gov.ph and essd.region8@deped.gov.ph on or before **December 24, 2021** in **PDF** (signed copy) and **EXCEL** (editable copy) format.
3. Immediate dissemination of and compliance with this Memorandum are desired.

fr: *rm:*
EVELYN R. FETALVERO, CESO IV
Regional Director ✓

Enclosures: as stated

References: Memorandum OURO-2021-0377

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

DRR LIST OF PERSONNEL AFFECTED

ESSD-SPSS-EAD

g.saran
12/24/2021



LIST OF DEPED TEACHING AND NON-TEACHING PERSONNEL AFFECTED BY TYPHOON ODETTE

INSTRUCTION. Please list the names of all DepEd teaching and non-teaching personnel affected by Typhoon Odette. Kindly also identify their other immediate needs except requests for financial aid. Put 'N/A' for columns which are not applicable. Submit on or before 26 December 2021 at 12 noon the accomplished list in PDF (signed copy) and EXCEL (editable copy) to drimmo@deped.gov.ph and copy furnish usec.legops@deped.gov.ph. Thank you.

No.	Region	Division	School	School ID	Complete Name			Position	Complete Residential Address			Mobile Number	Email Address (preferably DepEd email)	Other Immediate Needs (except requests for financial aid)	
					Surname	Given Name	Middle Name		Barangay	Municipality	Province				

Prepared by: _____

Approved by: _____

Region/Division DRRM Coordinator _____

Schools Division Superintendent/ Regional Director _____



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY

OFFICE OF THE UNDERSECRETARY
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Signatures

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MEMORANDUM
OURO-2021-0377

DEPARTMENT OF EDUCATION
RECEIVED NO. VI
DEC 22 2021
BY: [Signature] TIME: 12:00

TO : **REGIONAL DIRECTORS (Regions IV-B, VI, VII, VIII, IX, X, CARAGA)**

FROM : **ALAIN DEL B. PASCUA**
Undersecretary
Administration

[Signature]
Atty. REVSEE A. ESCOBEDO
Undersecretary
Field Operations, Palarong Pambansa Secretariat, and DEACO

[Signature]
MALCOLM S. GARMA
Assistant Secretary
National Academy of Sports and Field Operations

SUBJECT : **SUBMISSION OF THE LIST OF DEPED TEACHING AND NON-TEACHING PERSONNEL AFFECTED BY TYPHOON ODETTE**

DATE : **DECEMBER 20, 2021**

In view of the onslaught of Typhoon Odette on December 17, 2021 (Friday), and pursuant to DepEd Order No. 044, s. 2018, titled "*Formation of the Department of Education Disaster Risk Reduction and Management Team in the Central Office*", dated September 27, 2018, the Field Operations and Administration Strands, as part of the Quick Response and Recovery Team (QRRT), shall provide guidance to the field on the management of displaced learners and personnel and deployment of teachers, as needed.

In this regard, concerned Regional Directors are hereby **requested to fill-out the attached template for the submission of the list of DepEd teaching and non-teaching personnel affected by Typhoon Odette**; further guidelines are provided therein.

School level submissions should be vetted by the Schools Division Engineer and Schools Division Superintendent, prior to submission to the respective regional offices. These reports should then be consolidated at the regional-level, verified, and signed by the Regional Director.

The aforementioned report must be **submitted in PDF (signed copy) and EXCEL (editable copy) format on or before December 26, 2021 (Sunday) at**

12202021/NIASFO-2021-393

Office of the Undersecretary for Field Operations, Palarong Pambansa Secretariat, and DEACO
Department of Education, Central Office, Meralco Avenue, Pasig City (Room 515, Mabini Building)
Tel. No: (02) 631 84 92 Fax No: (02) 633 53 13
Email: usec.regops@deped.gov.ph

OKD email
12/22/21

12:00 NN through the **Disaster Risk Reduction and Management Service** at drmo@deped.gov.ph, copy furnish the **Regional Operations Secretariat** at usec.regops@deped.gov.ph.

For queries, please contact Ms. Alessa Estorninos of DRRMS through alessa.estorninos@deped.gov.ph and drmo@deped.gov.ph or through mobile number 0905-767-8363 (Viber).

For strict compliance and immediate action.

Thank you very much.