



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

November 16, 2023

REGIONAL MEMORANDUM

No. **1282** s.2023

CONDUCT OF DEVELOPMENT AND/OR ENHANCEMENT OF THE PUBLIC SERVICE CONTINUITY PLAN (PSCP) FOR SCHOOLS DIVISION OFFICES

To: Schools Division Superintendents
 School Governance & Operations Division Chiefs
 Division DRRM Coordinators
 All Others Concerned

1. In line with the Department of Education's commitment to ensuring uninterrupted public service delivery, this Office, through the Education Support Services Division (ESSD), announces the Conduct of Development and/or Enhancement of the Public Service Continuity Plan (PSCP) for Schools Division Offices (SDOs) on November 27-30, 2023-December 01, 2023.

2. The activity aims to establish and implement procedures that ensure the continuous provision of essential public services in the face of unforeseen events or emergencies; identify critical functions and prioritize resources to maintain the continuity of services during disruptive incidents; enhance the resilience and responsiveness of regional and division offices by training personnel in emergency response and business continuity measures; and establish communication protocols and information dissemination strategies for efficient coordination during contingency situations.

3. The participants of the abovementioned activity are the following:

- Representative from the Office of the Schools Division Superintendent or Assistant Schools Division Superintendent (1pax),
- Division Chief of School Governance & Operations Division or representative (1 pax) or the Division Planning Officer,
- Division Disaster Risk Reduction and Management (DRRM) Coordinator (1 pax), and
- Regional Office DRRM Team and ESSD Technical Working Group (TWG)

4. The transportation expenses and per diem of the participants shall be charged against their respective Local Funds/Maintenance and Other Operating Expenses (MOOE), subject to the existing accounting and auditing rules and regulations.

5. Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO, CESO IV
 Regional Director 4

DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO. VIII

RELEASED
1282
 By: *[Signature]* Date: 11/17/23



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Enclosures: None

References: None

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

PUBLIC SERVICE CONTINUITY PLAN

ESSD-SPPS-TJCP



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