



Republic of the Philippines
Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

20 SEPTEMBER 2023

Division MEMORANDUM

No. 524, s. 2023

**PAYMENT OF ONE-TIME LOAD EXPENSES OF THE SCHOOL DISASTER RISK
REDUCTION AND MANAGEMENT COORDINATOR IN THE AMOUNT OF ONE
THOUSAND PESOS (P1,000.00) FOR SCHOOL YEAR 2023-2024**

To: PSDSs/DICs, District DRRM Coordinators
School Heads, School DRRM Coordinators
Division Personnel
This Division

1. Pursuant to the guidelines on the utilization and reporting of the FY 2023 Disaster Preparedness and Response Program (DPRP) Funds, all School DRRM Coordinators are hereby advised to comply the requirements for reimbursement of the subject above.
2. Kindly submit through your District DRR Coordinator to the Division Office **Original and Photocopy of Official Receipt worth One Thousand Pesos (P1,000.00) load named to the school you are assigned and the name of school DRR Coordinator, and 2 Copies of approved Designation Order as School DRRM Coordinator.**
3. All School DRR Coordinators are also requested to access the link for the consolidation of payroll accounts through <https://tinyurl.com/schoodrrloadallowance>
4. For queries, please contact the Division DRRM Coordinator, Mr. Melchor O. Catcha through 09853261835 or send us a private message to DepEd Tayo-DRRM- Surigao del Sur Division FB Page
5. Immediate dissemination of this memorandum to all concerned is highly desired.

Nelia S. Lomocso
NELIA S. LOMOC SO, PHD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index

under the following subjects: LOAD ALLOWANCE FOR SCHOOL DRR COORS MOC//OM-MEMO/SEPTEMBER 20, 2023



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REPUBLIC OF THE PHILIPPINES
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ADVISORY

September 13, 2023

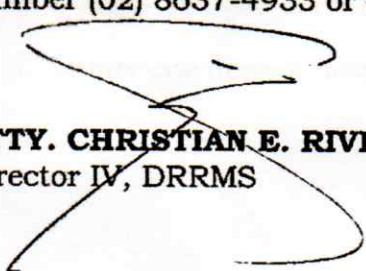
**FOR : Regional Directors
Schools Division Superintendents
Regional and Division Budget Officers
Regional and Division DRRM Coordinators**

This is to amend the issued Advisory dated August 31, 2023 addressed to all Regional Directors, Schools Division Superintendents, Regional and Division Budget Officers and DRRM Coordinators.

In the said advisory, field offices were advised to suspend the payment/release of the one-time load expenses intended for the School DRRM Coordinators pending the issuance of policy direction from the Bureau of Human Resource and Organizational Development (BHROD) to clarify the qualifications of the designated SDRRM Coordinators.

In relation thereto, this office instructs all Regional and Division Budget Officers to process the release of the one-time load expenses with the amount of One Thousand Load expenses per SDRRM Coordinators. The Regional and Division DRRM Coordinators are advised to ensure the implementation of the said advisory.

Should you have clarifications or concerns, please contact DRRMS by telephone number (02) 8637-4933 or email at drmo@deped.gov.ph


ATTY. CHRISTIAN E. RIVERO, EdD
Director IV, DRRMS