



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

29 JAN 2026

DIVISION MEMORANDUM
No. 59, s. 2026

**ISSUANCE OF DESIGNATION ORDER TO THE NON-TEACHING
PERSONNEL DESIGNATED AS SCHOOL DRRM
COORDINATORS FOR CY 2026**

To: OIC-Assistant Schools Division Superintendent
OIC-CID Chief Education Supervisor
OIC-SGOD Chief Education Supervisor
School Heads/OICs (All Public Schools)
All Others Concerned

1. Pursuant to DepEd Order No. 2, s. 2024 (Immediate Removal of Administrative Tasks of Public School Teachers), School Heads are directed to issue Designation Orders to all the non-teaching personnel as School DRRM Coordinators for CY 2026.
2. The deadline for submission is on February 6, 2026, at the Division Records Office.
3. For any questions or clarifications, please contact Mr. Anthony D. Bungay, Project Development Officer II (DRRM), at (046)-419-8450 to 53 local 227.
4. For guidance, information, and immediate dissemination.

Digitally signed by
Mendoza Homer
Napenas
Date: 2026.01.29
11:55:22 +08:00

HOMER N. MENDOZA

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subject:
RECORDS
SAFETY EDUCATION

SGOD-DRRM/ 12 Jan 2026



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