



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

December 1, 2020

TO: Assistant Schools Division Superintendent
Division Chiefs
Select Elementary School Heads
All others concerned

Please come to a District DRRM Elementary Advisers meeting on December 4, 2020 at 8:00 in the morning at Plaridel Central Gymnasium, Plaridel, Bulacan.

The agenda of the meeting are as follows:

- a. Review policy on use of schools as evacuation centers;
- b. RADAR report update; and
- c. Distribution of COVID 19 supplies and equipment

Each district representative shall receive 1 misting sprayer, 2 gallons of disinfectant solution, face mask and books on DRRM best practices.

Expenses to be incurred in the conduct of the activity shall be charged against the downloaded DRRM Fund of the division, while traveling expenses of the participants may be taken from local funds, subject to the usual accounting and auditing rules and regulations.

This letter shall also serve as travel authority of all participants attending the activity.

100% participation of all concerned is expected.

Very truly yours,

ZENIA G. MOSTOLES, Ed.D., CESO V
Schools Division Superintendent

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