



DEPARTMENT OF EDUCATION  
**REGION VI – WESTERN VISAYAS**  
DIVISION OF SAGAY CITY

Quezon St., Poblacion 1, Sagay City, Negros Occ.  
Tel. No. (034) 488-0215/0216 SGOD 722-0597

May 24, 2018

**DIVISION MEMORANDUM**

No. 15 s. 2018

**RE-ORIENTATION AND IMPLEMENTATION OF COMPREHENSIVE SCHOOLS SAFETY (CSS)  
MONITORING TOOLS.**

To: Assistant Schools Division Superintendent  
Chief of CID & SGOD  
Education Program Supervisors  
Public School District Supervisors  
School Heads of Public and Private Elementary and Secondary Schools  
School Heads of Public Senior High School  
School Administrators of MDM Sagay College and USAT Sagay  
School DRRM Coordinators

1. The field is hereby informed that there will be a **Re-Orientation and Implementation of Comprehensive Schools Safety (CSS) Monitoring Tools on May 31, 2018, Thursday 8:00 AM atose B. Puey Sr. Elementary School.**

This re-orientation aims:

- To re-orient the school disaster risk reduction management coordinators in the implementation of the school safety monitoring tools.
  - To identify problems particularly in schools safety and risk area.
  - To conduct in-school safety program on areas that needs comprehensive guidance/attention.
2. It is expected that participants will bring their **designation as coordinator** issued by their school head for the School Year 2018-2019.  
**wear SDRRM T-shirt.**
  3. **100% attendance** is a must.
  4. Travelling expenses of the participants shall be charged to school MOOE. A meal for the participants is chargeable against DRRM Downloaded Fund subject to the usual accounting and auditing rules and regulations.
  5. Immediate and wide dissemination of this division memorandum is desired.