



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
DIVISION OF PAGADIAN CITY

PLEASE
1/14/25
Division of P...

Division Memorandum

No. 10 s.2025

January 13, 2025

**RELEASE OF SAFETY AND EMERGENCY SUPPLIES AND EQUIPMENT
FOR DISASTER PREPAREDNESS OF SCHOOLS**

To: Chief, School Governance and Operation Division
Public Schools District Supervisors
Administrative Officer V
Division Project Development Officer II – DRRM
Division Supply Officer
Elementary and Secondary School Principals/Heads
School Property Custodian
All Others Concerned
This Division

1. The Schools Division of Pagadian City will conduct the release/distribution of the Safety and Emergency Supplies and Equipment on January 15-17, 2024.
2. Below is the schedule of the release/distribution:
 - January 15, 2025 (8:00-12:00) – All Secondary Schools
 - January 15, 2025 (1:00-4:30) – Central District
 - January 16, 2025 (8:00-12:00) – South district
 - January 16, 2025 (1:00-4:30) – East District
 - January 17, 2025 (8:00-12:00) – West District
 - January 17, 2025 (1:00-4:30) – North District
3. Safety and Emergency Supplies and Equipment maybe claimed by the Property Officer or School Heads without Property Officer. Further, please ensure additional manpower to assist in the collection of the equipment.
4. Failure to claim the safety and emergency supplies and equipment on the scheduled date and time will require the School Head to submit a written explanation, addressed to the Schools Division Superintendent.
5. For more information, please contact Mrs. Teodora M. Ortiz, PDO-II DRRM Division Coordinator and Division Supply Officer through mobile number 0917-9202391 and 0917-7225952 respectively.
6. Immediate and wide dissemination of this Memorandum is desired.

DANNY B. CORDOVA, EdD, CESO V
Schools Division Superintendent

OSDS-ASMU-Safety & Emergency Eqpt.
Control No. 2025-001



Department of Education, Pagadian City Division, San Jose Heights, San Jose, Pagadian City



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pagadiancity@deped.gov.ph