



Republic of the Philippines

## Department of Education

REGION III- CENTRAL LUZON  
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

November 3, 2021

### DIVISION MEMORANDUM

No. 487 s. 2021

#### ORIENTATION ON FINANCE GUIDELINES FOR 40 PILOT SCHOOLS

To: Public Elementary and Secondary School Heads  
All School DRRM Coordinators  
All Others Concerned

1. For the information, guidance, and compliance of all concerned, enclosed is the letter from Save the Children organization requesting the participants to attend the Finance Guidelines Orientation on November 4, 2021 from 1:30-2:30PM via Zoom Teleconference.
2. The target participants of the activity are the School Head, School DRR Coordinator, and a bookkeeper of Linglingay and Catalanacan Elementary Schools.
3. Wide dissemination of this Memorandum is hereby enjoined.

**DANTE G. PARUNGAO, CESO VI**  
Officer-In-Charge  
Office of the Schools Division Superintendent

//OSDS-DRRM



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Certificate No. 50500731 QM15



**Save the Children**



**October 29, 2021**

**MAY B. ECLAR, PHD, CESO III**

Regional Director  
Department of Education  
Region III

**Attention: Schools Divisions of Region 3  
40 Pilot Schools of the Education  
Safe from Disasters Project**

**Dear Director Eclar,**

Warm Greetings!

Save the Children Philippines is pleased to inform you that the School Disaster Risk Reduction and Management (SDRRM) Plan Co-Designing and Small Grants Support Discussion events were successfully conducted last October 27-28. The meaningful participation of all representatives allowed for insightful discussions on the collaboration of all stakeholders to develop better SDRRM plans and the small grants initiative was also introduced.

As explained, the provision of small grants aims to help our 40 pilot schools address risks and implement school-based small projects for DRR and/or in preparation for the safe return to schools. To discuss the financial and administrative requirements in accessing these grants, we will be conducting a **Finance Guidelines Orientation on November 4, 2021 (Thursday) from 1:30 to 2:30 PM**. Below are the target participants and representatives per school:

- **School Head**
- **School DRR Coordinator**
- **School Bookkeeper**

To ensure everyone's safety, we will conduct this activity **online via Zoom Teleconference** with the following meeting details:

Meeting Link: <https://us02web.zoom.us/j/88183510035?pwd=YkJNNIR1ZGhRelQxd0N6MXBtSmhlZz09>  
Meeting ID: 881 8351 0035  
Passcode: 570287

Please feel free to communicate with our Area Coordinator, James Rory R. Grecia, at mobile number +63 9773891196 or email: [james.grecia@savethechildren.org](mailto:james.grecia@savethechildren.org) for any questions or clarifications regarding this activity.

Truly Yours,

Marlon Matuguina  
Project Manager  
Save the Children

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## LIST OF PILOT SCHOOLS

### Region III (Central Luzon)

Division	School Name
Angeles City	Rafael L. Lazatin Memorial High School
	Angeles Elementary School
Aurora	Camilio Osias Elementary School
	Dilasag National High School
Balanga City	City Balanga National High School
	Tortugas Elementary School
Bataan	Bataan School of Fisheries
	Binukawan Elementary School
Bulacan	Sta. Cruz National High School
	Obando School of Fisheries
Cabanatuan City	Talipapa Elementary School
	Marciano del Rosario Memorial NHS
Gapan City	Malimba Elementary School
	Parcutela Elementary School
Mabalacat City	Santos Ventura National High School
	Mabalacat Technical Vocational School
Malolos City	Caingin Elementary School
	Bulihan National High School
Meycauayan City	Liputan Elementary School
	Zamora Elementary School
Munoz Science City	Catalanacan Elementary School
	Linglingay Elementary School
Nueva Ecija	Doña Juana Chioco NHS



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<b>Division</b>	<b>School Name</b>
Olongapo City	Nellie E. Brown Elementary School
	East Bajac-Bajac Elementary School
Pampanga	San Matias National High School
	San Esteban National High School
San Fernando City	Maimpis Elementary School
	San Agustin Integrated School
San Jose City	Parang Mangga Elementary School
	Villa Floresta Elementary School
San Jose del Monte City	Towerville High School
	San Martin National High School
Tarlac	Dueg High School
	Guevara National High School
Tarlac City	San Vicente Elementary School - Annex
	Alvindia-Aguso High School
Zambales	Cabangan Elementary School
	Subic National High School

