Republic of the Philippine
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF AKLAN

February 8, 2022

DIVISION MEMORANDUM
No. 51 , S. 2022

ONLINE ORIENTATION OF SCHOOL SAFETY ASSESSMENT TOOL (SSAT) AND REVIEW OF COVID-19 CONTINGENCY PLAN TO SCHOOL AND DISTRICT DRRM COORDINATORS

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Heads of Public Elementary/Integrated/Secondary Schools concerned
District DRRM Coordinators
School DRRM Coordinators
All Others Concerned

1. There will be an Online Orientation of School Safety Assessment Tool (SSAT) and Review of Covid-19 Contingency Plan on February 10, 2022 (Thursday) at 9:00 am via Zoom. Participants to this activity are the School and District Disaster Risk Reduction and Management (DRRM) Coordinators.

2. Participants must register online through https://forms.gle/fbWGaGWYi854EffF8 on or before February 9, 2022, 12:00 NN. Link will be provided to the respective e-mail addresses.

3. Participants are advised to have a copy of their school/district COVID-19 Contingency Plan for any revision and update.

4. Proper health and safety protocols shall be strictly observed during the conduct of the activity.

5. Immediate and wide dissemination of this memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

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Enclosure No. 1 to Division Memorandum No. 51, s. 2022

Training Matrix on Online Orientation of School Safety Assessment Tool (SSAT) and Review of Covid-19 Contingency Plan to School and District DRRM Coordinators

February 10, 2022 (Thursday)		
Time	**Activity**	**Person In-charge**
8:30 – 9:00 AM	Preliminaries National Anthem Prayer Aklan Hymn	Pre-recorded Video
	Welcome Message	Miguel Mac D. Aposin EdD, CESO V Schools Division Superintendent
	Netiquette	Master of Ceremony
9:01 – 11:00 AM	Orientation of School Safety Assessment Tool	CHARLIE I. URETA Project Development Officer II
11:00-12:00 NN	Required Documents on the Opening of Limited Face-to-Face Classes	MILGIE VILLAREAL Planning Officer III
12:01 PM – 1:00 PM	Lunch Break	
1:01 – 3:30 PM	COVID-19 Contingency Planning for Basic Education Review	CHARLIE I. URETA Project Development Officer II
3:30 – 4:00 PM	Open Forum	Master of Ceremony