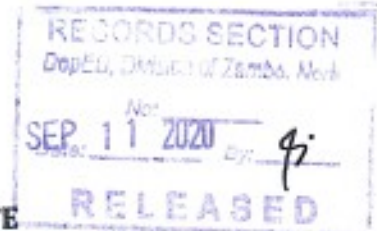




Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



Division Memorandum

No. 249, S. 2020

To: Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned  
This division

From: **MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent

Subject: Online Contingency Planning for COVID 19 Emergency

Date: September 10, 2020

1. Pursuant to DO. 014, Series of 2020 the Guidelines on the Required Health Standards in Basic Education Offices and Schools, it is necessary that schools shall have established support mechanisms for COVID 19 that is complementary to safe structural facilities according to the socio-cultural realities and contexts of learners and communities.

2. To effectively respond, recover and rehabilitate schools and to ensure education continuity amidst the COVID 19 pandemic, this office will conduct Online Contingency Planning for COVID 19 Emergency.

3. For this purpose, all school and district DRRM coordinators together with the PSDSs are required to attend the said activity on September 22, 2020 at 9:00 o'clock in the morning.

4. The division will provide the link to access the Online CP thru Eunice D. Janolino or email at [eunice.janolino@deped.gov.ph](mailto:eunice.janolino@deped.gov.ph) and phone number 09778560352. You are also invited to check on the templates provided to guide you in the drafting of the CP which can be found in enclosure 1 of this memorandum

5. For information and widest dissemination.

EDJ/drrmonlinecpCOVID19/011/091020

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O-pportunities to  
R-engineer for  
T-ransformation &  
E-monwerment



Capitol Drive, Estaka, Dipolog City, 7100  
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Enclosure 1

**1. OBJECTIVES**

This is the \_\_\_\_\_ Contingency Plan. \_\_\_\_\_

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This Contingency Plan aims to:

1. Align with the Harmonized National Contingency Plan for the \_\_\_\_\_  
of the National Disaster Risk Reduction and Management council (NDRRMC)
2. Establish the coordination and communication mechanisms among the districts and schools and the affected LGUs.
3. Set the response and rehabilitation or early recovery roles and functions of the districts and school and the affected LGU for the purpose of education continuity.
4. Provide guidance for the continuing capacity building of teachers and other school staff.
5. Determine the preparedness, prevention and mitigation measures to reduce the impacts of the \_\_\_\_\_.
6. Support the identification of needed equipment and supplies to reduce the impacts of the \_\_\_\_\_.

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*by*

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II. The \_\_\_\_\_ and its impacts.

**A. Scenarios**

Situation	Bad Scenario	Worse Scenario	Worst Scenario
Description			
Impact on human lives			
Impact on structures, facilities, and environment			
Response Capabilities			

**Table 2: Estimated number of dead, probable and suspect cases**

Region	Province	Dead	Missing	Injured	Displaced
<b>TOTAL</b>					

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**Table 5: Exposed public and private schools, learners, and personnel**

Division	Public Schools	Public School Learners	Private Schools	Private School Learners	Public School Teaching Personnel	Public School Non-Teaching Personnel

**III. Activation, deactivation and non-deactivation of Contingency Plan.**

The contingency measures in this document aligns with the 2019 NDRRMC Harmonized National Contingency Plan (HNCP for the \_\_\_\_\_). This will enable to have better coordination horizontally, i.e. School with PDRRMC and other agencies, and vertically, i.e. Schools down to teachers and learners.

**A. Activation**

The activation of School Contingency Plan for \_\_\_\_\_ is to aligned with the activation of the Harmonized National Contingency Plan. This included any of the following triggers:

- B. De-Activation
- C. Non-Activation

**IV. Coordination, Command and Control**

- A. Coordination
- B. Command and Control

**Incident Command System (ICS)**

- V. Response and early recovery measures of school, districts and affected LGUs.
- VI. Preparedness Measures of Schools
- VII. References

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