



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



18 March 2025

Regional Memorandum
No. 207 s. 2025

**STRATEGIC SAFEGUARDING: GUIDE TO MASTERING RISK
MANAGEMENT IN THE ORGANIZATION – PHASE 3**

To: Schools Division Superintendents

1. After the successful conduct of the second phase of *Strategic Safeguarding: Guide to Mastering Risk Management*, the Regional Quality Management System, through the Risk Management Team (RMT), will conduct the third phase of the activity on **April 24-25, 2025**, at a venue to be disseminated through a separate issuance.
2. The activity aims to provide further technical assistance to ensure that the Risk and Opportunity Registries are correctly assessed and reviewed as scheduled and that the Risk Planning Guidelines and Handling Client Complaints Procedure in the Procedure and Work Instructional Manual (PAWIM) are strictly followed.
3. The participants in this activity include the Regional Management Team members and the RMT Lead from each Schools Division Office, as designated by the Schools Division Superintendent. They are requested to bring their laptops, chargers, and an alternative internet connection. (Refer to the attached Enclosure A.)
4. Opening Program will start at exactly 9:00 a.m. First meal to be served is Breakfast on Day 1 and the last meal is PM snack on Day 2.
5. Board and lodging expenses shall be charged against Regional Funds while transportation and other incidental expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.






Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
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6. For further queries and concerns, please contact Eduarda M. Zapanta, RMT Lead, Adrian A. Bullo, RMT Deputy Lead, or Bryan A. Pobe, RMT Copyholder through email at rmt.calabarzon@deped.gov.ph.
7. Immediate dissemination of this Memorandum is instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

03/ROE1

ENCLOSURE A

PARTICIPANTS	SCHEDULE DATE	
	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Regional Office RMT Members	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Cavite Province RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Laguna Province RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Batangas Province RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Rizal Province RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Quezon Province RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Antipolo City RMT Representative		DAY 2 April 25, 2025 (Friday)
Bacoor City RMT Representative		DAY 2 April 25, 2025 (Friday)
Batangas City RMT Representative		DAY 2 April 25, 2025 (Friday)
Biñan City RMT Representative	DAY 1 April 24, 2025 (Thursday)	DAY 2 April 25, 2025 (Friday)
Cabuyao City RMT Representative		DAY 2 April 25, 2025 (Friday)
Calamba City RMT Representative		DAY 2 April 25, 2025 (Friday)

Cavite City RMT Representative		DAY 2 April 25, 2025 (Friday)
Dasmariñas City RMT Representative		DAY 2 April 25, 2025 (Friday)
Imus City RMT Representative		DAY 2 April 25, 2025 (Friday)
Lipa City RMT Representative		DAY 2 April 25, 2025 (Friday)
Lucena City RMT Representative		DAY 2 April 25, 2025 (Friday)
San Pablo City RMT Representative		DAY 2 April 25, 2025 (Friday)
Sta. Rosa City RMT Representative		DAY 2 April 25, 2025 (Friday)
Tanauan City RMT Representative		DAY 2 April 25, 2025 (Friday)
Tayabas City RMT Representative		DAY 2 April 25, 2025 (Friday)
General Trias City RMT Representative		DAY 2 April 25, 2025 (Friday)
San Pedro City RMT Representative		DAY 2 April 25, 2025 (Friday)
Sto. Tomas City RMT Representative		DAY 2 April 25, 2025 (Friday)