



ESSD-RM-2025-327

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


30 April 2025

**Regional Memorandum**  
No.327 s.2025

**SUBMISSION OF WORK AND FINANCIAL PLAN FOR THE  
FY 2024 DISASTER PREPAREDNESS AND RESPONSE  
PROGRAM (DPRP) CONTINUING FUNDS**

To **Schools Division Superintendents**

1. Relative to DepEd Memorandum No. DRRMS-04-23-2025-0002<sup>1</sup>, this Office, through the Education Support Services Division, directs all Division Disaster Risk Reduction and Management (DRRM) Coordinators to submit their Work and Financial Plan (WFP) for the FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds in Excel and PDF format to [drarms@deped.gov.ph](mailto:drarms@deped.gov.ph) no later than May 2, 2025.
2. This aims to ensure transparency, accountability, and accuracy in record-keeping of all the activities and fund utilization under the DRRM program.
3. For more details, contact Eduarda M. Zapanta, Chief of the Education Support Services Division, and Wilbert C. Ulpindo, PDO II – Disaster Risk Reduction and Management at [essd.calabarzon@deped.gov.ph](mailto:essd.calabarzon@deped.gov.ph).
4. Immediate dissemination of this Memorandum is desired.

  
**LOIDA N. NIDEA**  
Assistant Regional Director  
Office-In-Charge  
Office of the Regional Director

cc: 03/ROE2/ROETMJ

<sup>1</sup> Submission of Work and Financial Plan for the FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds



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REPUBLIC OF THE PHILIPPINES

## DEPARTMENT OF EDUCATION

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**DepEd**  
DEPARTMENT OF EDUCATION

#### MEMORANDUM

No: DRRMS-04-23-2025-0002

**FOR** : ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL REGIONAL AND DIVISION DRRM COORDINATORS

**FROM** : *[Signature]*  
**FELINO O. CASTRO V**  
Director IV, Disaster Risk Reduction & Management Service

**SUBJECT** : SUBMISSION OF WORK AND FINANCIAL PLAN FOR THE FY 2024  
DISASTER PREPAREDNESS AND RESPONSE PROGRAM (DPRP)  
CONTINUING FUNDS

**DATE** : April 23, 2025

The Disaster Risk Reduction and Management Service (DRRMS) is formally requesting all Regional and Division Offices for the submission of their Work and Financial Plan for the FY 2024 Disaster Preparedness and Response Program (DPRP) Continuing Funds.

As part of our monitoring and reporting process, it is essential that these reports be submitted promptly to ensure transparency, accountability, and accurate record-keeping of all activities and fund utilization under the program. The requested report must be submitted in both Excel and PDF format and sent to the DRRMS email at [drms@deped.gov.ph](mailto:drms@deped.gov.ph) no later than **May 2, 2025**. The requested reports should include a detailed summary of the conducted or on-going Project, Plans, and Activities (PPAs).

Should you have any concerns or require further clarifications, please contact Mr. John Herbert Nieva, Operations Division Disaster Preparedness Program Focal, through the email at [johnherbert.nieva@deped.gov.ph](mailto:johnherbert.nieva@deped.gov.ph).

For appropriate actions.