



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



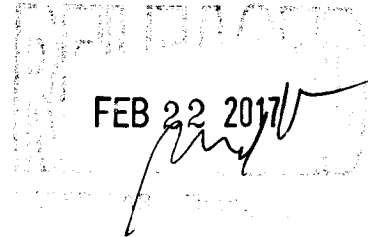
February 16, 2017

REGIONAL MEMORANDUM

No. **057.2017**

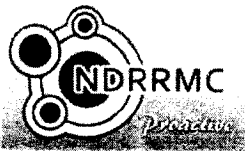
**TO: All Schools Division Superintendents
This Region**

**FROM: BEATRIZ G. TORNO, Ph.D., CESO IV
OIC-Regional Director**



**SUBJECT: CALL FOR ENTRIES TO THE GAWAD KALASAG AWARDS (Search for Excellence in
Disaster Risk Management and Humanitarian Assistance)**

1. The Gawad KALASAG is the country's premier annual awards for outstanding contribution in the fields of Disaster Risk Reduction and Management (DRRM) and humanitarian assistance. It aims to recognize the exceptional contributions of DRRM practitioners in strengthening resilience and adaptive capacities of various sectors and endeavors to promote the spirit of volunteerism among agencies and individuals in providing the much needed help during the response phase of DRRM.
2. The Cordillera Regional Disaster Risk Reduction and Management Council (CRDRRMC) through the Office of the Civil Defense (OCD)-CAR is now inviting entries to the Search for the Gawad KALASAG-Regional level. Deadline for the submission of entries is on February 22, 2017.
3. One of the categories in the Gawad KALASAG Awards is for the Best Schools in the Elementary and Secondary level under the public and private school category. Public and private elementary and secondary schools are therefore encouraged to join in this search.
4. Attached is a copy of the checklist and guide notes of the said Search which can also be downloaded from the official website of the Office of Civil Defense-CAR at civildefensecordillera.com.ph
5. For more information, you may contact Mr. Ferdinand A. Tamulto, Secretariat of the Regional Selection Committee through tel. no. (074) 445-5298 and 0977-802-7450.
6. Wide dissemination of this information is desired.



REPUBLIC OF THE PHILIPPINES
NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

National Disaster Risk Reduction and Management Center, Camp General Emilio Aguinaldo, Quezon City, Philippines

Comprehensive School Safety Guidance Notes
Schools Category
Gawad KALASAG CY 2017

CRITERIA		GUIDANCE FOR POINTS
Enabling Environment		23
1	Adopted/Adapted/localized at least 3 existing policies relating to DRRM/CCA/EiE in education/school safety	3 or more policies adapted/localized = 3 1-2 policies adapted/localized = 1
2	Formed School DRRM Team, with a focal person and consisting of personnel from different offices, with defined membership and roles and responsibilities/functions	Presence of all component in the criteria = 2 Absence of even 1 component in the criteria = 0
3	Has a comprehensive School DRRM Plan, which includes CCA and EiE measures, covering risk assessment, risk reduction, and rehabilitation and recovery	Presence of all component in the criteria = 1 Absence of even 1 component in the criteria = 0
4	School budget supports regular DRRM activities	Presence of budget allocated for DRRM activities = 2 Absence of budget allocation for DRRM activities = 0
5	Conducted student-led school watching and hazard mapping (DO 23 s 2015), and involved students in DRRM planning	Students involved in both = 2 Students involved in either the student-led school watching and hazard mapping or DRRM planning = 0
6	Incorporated results of student-led school watching and hazard mapping in the School DRRM Plan and SIP	Incorporated in both the DRRM Plan and SIP = 4 Incorporated only in the DRRM Plan = 1
7	Data collection and consolidation on programs and activities on DRRM, covering the 3 Pillars to monitor results and impact exist	Presence = 2 Absence = 0
8	Rapid Assessment of Damages Report (RADAR) is submitted to Central Office, within 72 hours after the onslaught of a hazard in the area	Submission within 72 hours after onslaught of hazard, either through SMS or other means of communication = 3 Submission beyond 72 hours after onslaught of hazard, either through SMS or other means of communication = 1

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9	100% completion of DRR related questions in the EMIS/EBEIS	100% completion = 2 Less than a 100% completion = 0
10	School has partnerships that could be tapped to support its DRRM programs and activities, including those during after a disaster	Presence of current partnerships = 2 Absence of partnership = 0
Pillar 1: Safe Learning Facilities		35
1	School building/classroom components are according to DepEd and/or National Building Code approved standard design and specifications (see criteria and checklist for Pillar 1, No. 1, for scoring)	See Guidance on DepEd Minimum Standards for points (29 POINTS)
2	School conducted risk assessment of buildings, in coordination with the Education Facilities Division, and with support of other agencies and partners	Presence as per the criteria = 2 Absence = 0
3	School has taken appropriate action with respect to unsafe school buildings (e.g. upgraded/retrofitted, non-usage, etc.)	Undertaken appropriate action = 2 Absence of any appropriate action = 0
4	Undertaken regular inspection and repair of minor classroom (including facilities) damages	Presence = 1 Absence = 0
5	School Heads are clear with the roles and functions of the school in camp management vis-à-vis the LGU and DSWD as per Joint Memorandum Circular No. 1, series of 2013 "Guidelines on Evacuation Center Coordination and Management" and RA 10821 "Children's Emergency Relief and Protection Act" and its corresponding IRR	Presence = 1 Absence = 0
Pillar 2: School Disaster Risk Management		30
1	School has a Contingency Plan, i.e. Preparedness Plan turned into response actions when a disaster strikes	Presence = 3 Absence = 0
2	80% of students and their families have accomplished the Family Preparedness Plan together (family evacuation, reunification), as per DO No. 27, series of 2015	80% of students accomplished as per criteria = 3 Less than 80% of students accomplished as per criteria = 1
3	School has established a school personnel and learners tracking system/protocol in the event of a disaster	Presence of both = 2 Absence of 1 or both = 0

	or emergency	
4	Hazard and evacuation maps are located in conspicuous places in the school	Presence = 1 Absence = 0
5	School has available, accessible, and adequate first aid kit in every instructional classroom	Presence and accessibility with basic content = 1 Basic Content: alcohol, cotton, scissor, medicine for emergencies, bandages, ammonia, gauze/band-aid, plasters, thermometer, triangular bandage, first aid book, gloves Absence of any of the criteria = 0
6	School has at least 2 necessary and functioning equipment, in case of a disaster (e.g. fire extinguisher, handheld/base radio, generator, etc.)	Presence of at least 2 equipment as per criteria = 1 (if fire extinguisher is one of them, should follow BFP minimum standards; otherwise, it is not considered) Less than 2 = 0
7	School conducted regular hazard-specific drills (at least 3 hazards) with participation of stakeholders (BFP, Medic, LGUs, NGOs, community, PTA, alumni, and others)	If drills dealt with at least 3 hazards in total (each drill being hazard-specific), and as per criteria = 3 If drills dealt with 1-2 hazards in total (each drill being hazard-specific) and as per criteria = 1
8	School has established functional early warning system to inform students and personnel of hazards and emergencies (protocol, warning signs, devices, IEC), considering national and LGU warning systems and protocols	Presence = 2 Absence = 0
9	School has trained personnel to administer first aid to students and personnel	Presence = 1 Absence = 0
10	School has pre-identified spaces for putting up Temporary Learning spaces/Shelters in the aftermath of a disaster or emergency	Presence = 1 Absence = 0
11	School has ready resumption strategies and alternative delivery modes to ensure education continuity (strategies, materials, focal persons to implement)	Presence = 2 Absence = 0
12	School has psychosocial interventions for personnel and students	Presence = 1 Absence = 0
13	School has trained teachers and other personnel who could provide psychosocial support to students	Presence = 1 Absence = 0
14	School has an evacuation plan and procedures	Presence = 2 Absence = 0
15	School has a student-family reunification plan that is clearly disseminated to students, teachers, and parents	Presence = 2 Absence = 0
16	School has conducted awareness and capacity building for families and learners	Four or more = 3 Less than 4 = 1
17	School participated in the different DRRM/CCA/EiE activities of the LGU	Presence = 1 Absence = 0

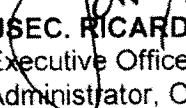
Pillar 3: DRR in Education		12 POINTS
1	School has integrated key DRRM/CCA/EiE concepts in at least 4 subjects based on the national Curriculum Guide	Integrated in 4 or more subjects = 5 Integrated in 2-3 subjects = 3
2	More than 75% of students are actively participating in various DRRM/CCA/EiE activities	More than 75% of students = 1 Less than 75% of students = 0
3	School has a DRRM/CCA/EiE capacity building plan for teachers and personnel	Presence = 1 Absence = 0
4	School Head and personnel have received at least 3 DRRM/CCA/EiE trainings from division or region or partners	At least 3 DRRM/CCA/EiE trainings as per criteria = 3 Less than 3 = 1
5	At least more than 10 DRRM/CCA/EiE resource materials are available in the school	Presence = 1 Absence = 0
6	Presence of DRRM corner, with updated IEC materials posted in it, in every classroom	Presence = 1 Absence = 0
TOTAL POINTS		100

Approved and Adopted by the Joint NSC/RSCs on 08 December 2016.

Noted:


Edgardo J. Dillet, MNSA
 Project Officer, Gawad KALASAG

CONFORME:


USEC. RICARDO B. JALAD
 Executive Officer, NDRRMC/
 Administrator, OCD