



Republic of the Philippines
Department of Education

REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

March 10, 2025

REGIONAL MEMORANDUM

No. 110, s. 2025

**RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS (RDANA)
TRAINING COURSE**

**To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned
This Region**

1. The Department of Education Regional Office IX through the Education Support Services Division (ESSD) and Office of Civil Defense (OCD) shall conduct **RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS (RDANA) TRAINING COURSE** on **May 26 - 29, 2025** at **DepEd NEAP R-IX, Brgy. Tiguma, Pagadian City**.
2. This activity aims to equip participants with knowledge, skills and attitude required in utilizing the RDANA as a method to prescribe the life-saving interventions for communities affected by disasters.
3. Attached is Annex A – List of Participants who are directed to attend the said activity.
4. The first meal will be dinner on May 25, 2025, and the last meal will be an afternoon snack on May 29, 2025.
5. Food and accommodation during the training will be provided by the Regional Office. However, travelling and incidental expenses will be charged to the Division local funds / FY 2024 DPRP Continuing Funds, subject to usual accounting and auditing rules and regulations.
6. For queries and concerns, you may contact Ma. Eden G. Aspiras, Regional Engineer/Concurrent Regional DRRM Coordinator at mobile no. 0938-000-8314.
7. For immediate dissemination and information.

Digitally signed by Legaspi Ruth Fuentes
DN: CN=Legaspi Ruth Fuentes,
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DepEd Regional Office IX, C=PH
Reason: I am the author of this document
Location:
Date: 2025.03.11 18:35:42+0800

RUTH L. FUENTES, CESO III
Regional Director

Encl: As stated

ESSD/SRBA/mdg/RM
031/March 7, 2025



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REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

Annex "A"

RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS (RDANA)

May 26 - 29, 2025

LIST OF PARTICIPANTS

No.	Name	Sex	Designation	Division
1	Engr. Angie Rabe	F	Engineer III	Dapitan City
2	Anton John S. Soriano	M	Planning Officer – III	Dapitan City
3	Danilo M. Santiago	M	Safety Officer	Dapitan City
4	Gordito Olario	M	AO-5 (Admin Services)	Dapitan City
5	Jonathan D. Reluya	M	PDO-II/DRRM Coordinator	Dapitan City
6	Christopher Ace B. Bael	M	Engineer III	Dipolog City
7	Marie Antoinette Nazareth	M	Planning Officer	Dipolog City
8	Rambelle Flores	M	Safety Officer	Dipolog City
9	Alan D. Chiu	M	AO-5 (Admin Services)	Dipolog City
10	TBD	M	PDO-II/DRRM Coordinator	Dipolog City
11	Engr. Jellie P. Tan	F	Engineer III	Isabela City
12	May P. Ignacio	F	Planning Officer	Isabela City
13	Eduardo G. Gulang	M	SGOD Chief/ Safety Officer	Isabela City
14	Ma. Veragel Q. Peñaflor	M	AO-5 (Admin Services)	Isabela City
15	Sharif Majdi A. Julabbi	M	PDO-II/DRRM Coordinator	Isabela City
16	Engr. Alejandro N. Samonte, Jr.	M	Engineer III	Pagadian City
17	Richard Van R. Trio	M	PDO-I/ Planning Officer	Pagadian City
18	Carlo B. Celajes	M	EPS II /Safety Officer	Pagadian City
19	Ivy J. Estadilla	F	AO-5 (Admin Services)	Pagadian City
20	Teodora M. Ortiz	F	PDO-II/DRRM Coordinator	Pagadian City
21	Benjamin P. Saligan	M	Engineer III	Zamboanga City
22	Basilio D. Uy	M	OIC SGOD Chief	Zamboanga City
23	Cris Pioquinto	F	Nurse II/ Safety Officer	Zamboanga City
24	Al-Rahimin T. Kenoh	M	AO-5 (Admin Services)	Zamboanga City
25	Arch. Riomar M. Subiza	M	PDO-II/DRRM Coordinator	Zamboanga City
26	Engr. Dave Patigayon	M	Engineer III	Zamboanga del Norte
27	Giparel B. Elumba	M	Planning Officer	Zamboanga del Norte
28	Cheryl V. Ocupe	M	Safety Officer	Zamboanga del Norte
29	Jun Leonard U. Romarate	F	AO-5 (Admin Services)	Zamboanga del Norte
30	Ethyl Kimberly S. Labadan	F	PDO-II/DRRM Coordinator	Zamboanga del Norte
31	Engr. Ric Anthony R. Pedrosa	M	Engineer III	Zamboanga del Sur
32	Scharon Gay B. Cadelinia	F	Planning Officer	Zamboanga del Sur
33	TBD		Safety Officer	Zamboanga del Sur
34	Zenaida E. Mago	F	AO-5 (Admin Services)	Zamboanga del Sur
35	TBD		PDO-II/DRRM Coordinator	Zamboanga del Sur
36	Engr. Juvi P. Llesis	F	Engineer III	Zamboanga Sibugay
37	May C. Isnain	F	Planning Officer	Zamboanga Sibugay
38	Enrg. Tolomeo T. Tesoro, Jr.	M	Safety Officer	Zamboanga Sibugay
39	Grace R. Jugno	F	AO-5 (Admin Services)	Zamboanga Sibugay
40	Rafael J. Querubin	M	PDO-II/DRRM Coordinator	Zamboanga Sibugay
41	Engr. Ma.Eden G. Aspiras	M	Engineer III	Regional Office
42	Marlyn A. Doronilla	F	Planning Officer	Regional Office



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43	Robert O. Caniedo, Jr.	M	Safety Officer	Regional Office
44	Roy J. Tubongbanua	M	AO-5 (Admin Services)	Regional Office
45	TBD	M	PDO-II/DRRM Coordinator	Regional Office
46	Sheila Rose B. Apiag, JD	F	Chief, ESSD	RO / ESSD
PMT				
51	Edwina L. Tatel	F	Draftsman-II	RO / ESSD
52	Merlyn D. Go	F	Admin Support II (COS-DRRM)	RO / ESSD
Resource Speakers				
52				Office of Civil Defense
53				Office of Civil Defense
54				Office of Civil Defense
55				Office of Civil Defense

Prepared:


MA. EDELL G. ASPIRAS
 PDO-II

Attested:


SHEILA ROSE B. APIAG, JD
 Chief, ESSD



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Annex "B"

RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS (RDANA)
May 26 - 29, 2025

TRAINING MATRIX

TIME	TOPIC	PERSON RESPONSIBLE
DAY 1 (May 26, 2025)		
7:00 AM – 8:00 AM	Arrival and Registration	Secretariat
8:30 AM – 09:30 AM	Opening Program	Secretariat / OCD
09:30 AM – 10:00 AM	Course Overview Pre-Test	OCD
10:00 AM – 10:15 AM	AM Break	
10:15 AM – 12:00 PM	<ul style="list-style-type: none"> • DRRM Review 	OCD
12:00 NN – 01:00 PM	Lunch Break	Secretariat
01:00 PM – 2:30 PM	<ul style="list-style-type: none"> • Module 1: Introduction to RDANA 	
2:30 PM – 2:45PM	PM Break	
2:45 PM – 4:45 PM	<ul style="list-style-type: none"> • Module 2: Concept of Operations 	OCD
4:45 PM – 5:00 PM	Daily Course Evaluation	Secretariat
DAY 2 (May 27, 2025)		
8:00 AM – 8:30 AM	Recapitulation	Secretariat
8:30 AM – 10:30 AM	<ul style="list-style-type: none"> • Module 3: Mobilization 	Secretariat
10:30 AM – 10:45 AM	AM Break	
10:45 AM – 12:15 NN	<ul style="list-style-type: none"> • Module 4: Methodologies Session 1: Data Gathering 	OCD
12:15 PM – 1:00 PM	Lunch Break	
1:00 PM – 2:00 PM	<ul style="list-style-type: none"> • Module 4: Methodologies Session 2: Assessment, Analysis and Reporting 	OCD
2:00 PM – 2:15PM	PM Break	
2:15 PM – 3:45 PM	<ul style="list-style-type: none"> • Module 5: Preparations 	OCD



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3:45 PM – 4:45 PM	<ul style="list-style-type: none"> Reminders for the Simulation Exercise 	OCD
4:15 PM – 5:00 PM	Daily Course Evaluation	Secretariat
DAY 3 (May 28, 2025)		
8:00 AM – 9:00 AM	Registration + Final Reminders for the Simulation Exercise	Secretariat / OCD
9:00 AM – 10:00 AM	<ul style="list-style-type: none"> EOC Briefing 	OCD
10:00 AM – 05:00 PM	<ul style="list-style-type: none"> Simulation Exercise 	Participants / OCD
DAY 4 (May 29, 2025)		
8:00 AM – 8:30 AM	Recapitulation	Secretariat
8:30 AM – 10:30 AM	<ul style="list-style-type: none"> Reporting of Outputs 	Participants / OCD
10:30 AM – 10:45 AM	AM Break	
10:45 AM – 12:00 AM	<ul style="list-style-type: none"> Processing of Simulation Exercise and Course Evaluation 	OCD
12:00 NN – 01:00 PM	Lunch Break	Secretariat
1:00 PM – 3:00 PM	<ul style="list-style-type: none"> Evaluation 	
3:00 PM – 3:15 PM	PM Break	
3:15 PM – 4:45 PM	<ul style="list-style-type: none"> Closing Ceremony 	OCD
4:45 PM – 5:00 PM	End of Training	

Prepared:


MA. EDEN G. ASPIRAS
 Engr-III

Recommending Approval:


SHEILA ROSE B. APIAG, JD
 Chief, ESSD