



Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
 No. 208, s. 2026

MAY 07 2026

SUBMISSION OF THE UPDATED COMPOSITION OF THE SCHOOLS DIVISION OFFICE (SDO) CRISIS COMMUNICATION MANAGEMENT TEAM (CCMT)

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary, Junior and Senior High School Principals
 All Others Concerned

1. In line with Regional Memorandum No. 132, s. 2026 titled "Submission of the Updated Composition of the Schools Division Office (SDO) Crisis Communication Management Team (CCMT)", this Office requires all schools **to update their CCMT** through <https://bit.ly/SDOBTNUpdatedCCMT> on or before **May 15, 2026**.
2. The following composition of the Crisis Communication Management Team (CCMT) in schools is specified:

CCMT Lead	School Head
CCMT Assistant	School Information Coordinator
CCMT Members	<ul style="list-style-type: none"> • School Public Assistance Coordinator (SPAC) • DRRM Coordinator

3. Attached is a copy of the said Regional Memorandum for reference and further details.
4. Immediate and wide dissemination of and compliance with this Memorandum is enjoined.

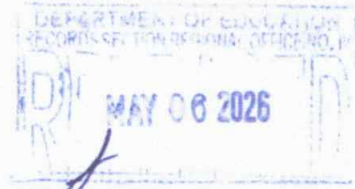
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[Signature]
CAROLINA S. VIOLETA, EdD, CESO V
 Schools Division Superintendent

Encl: As stated
 References: As stated
 TO BE INDICATED IN THE PERPETUAL INDEX
 UNDER THE FOLLOWING SUBJECTS:
 CRISIS MANAGEMENT



Republic of the Philippines
Department of Education
 REGION III-CENTRAL LUZON



REGIONAL MEMORANDUM

No. 132, s. 2026

SUBMISSION OF THE UPDATED COMPOSITION OF THE SCHOOLS DIVISION OFFICE (SDO) CRISIS COMMUNICATION MANAGEMENT TEAM (CCMT)

To: Schools Division Superintendents
 Division Information Officers
 Division Public Assistance Coordinators

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BY: _____

1. As stated in Regional Memorandum No. 003 s.2024 titled Roles and Functions of the Crisis Communication Management Team in Crisis Communication and Media Relations in the Regional Office, Schools Division Offices, and Public Elementary and Secondary Schools In Region III, "the Regional Office, Schools Division Offices, and public elementary and secondary schools shall establish their respective Crisis Communication Management Teams (CCMT) composed of the following personnel:"

	RO	SDO	School
CCMT Lead	Assistant Regional Director (ARD)	Assistant Schools Division Superintendent (ASDS)	School Head (SH)
CCMT Assistant Lead	Regional Information Officer (RIO)	Division Information Officer (DIO)	School Information Coordinator (SIC)
CCMT Members	<ul style="list-style-type: none"> Regional Public Assistance Coordinator (RPAC) Legal Officer DRRM Coordinator 	<ul style="list-style-type: none"> Division Public Assistance Coordinator (DPAC) Legal Officer DRRM Coordinator 	<ul style="list-style-type: none"> School Public Assistance Coordinator (SPAC) DRRM Coordinator

2. In line with this, all SDOs are requested to submit their updated Crisis Communication Management Team Members by accomplishing the online submission form which may be accessed through <https://bit.ly/UpdatedCCMT> on or before **May 15, 2026**.

3. For information and compliance of all concerned.


TOLENTINO G. AQUINO
 Regional Director



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Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON

Encl: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:
CRISIS COMMUNICATION MEDIA PROTOCOL
PUBLIC AFFAIRS

PAU1/R03_ORD_PAU-MEMO-2026-00013/May 5, 2026



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