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

JUL 23 2026

DIVISION MEMORANDUM
NO. 346, s. 2026

ADDENDUM AND CORRIGENDUM TO THE DIVISION MEMORANDUM NO. 342, S. 2026 RE: THE CONDUCT OF M7X READY PROGRAM ORIENTATION FOR THE LUZON CLUSTER

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Principals
All Others Concerned

1. This Office, through the School Governance and Operations Division (SGOD), announces that the **M7X Ready Program Orientation for the Luzon Cluster** will be held on **July 24, 2026(Friday)**, from **11:00 A.M.** to **4:00 P.M.**, at **Ynares Event Center, Antipolo City**.

2. This Office informs all concerned of the following changes in the designated participants for the said activity:

No.	Original Partipant	Replacement Participant
1.	Carolina S. Violeta, EdD, CESO V	Jessalyn Anne M. Linsangan
2.	Jerry Dimla Cruz, DEM, CESO VI	Jesus B. Franco

3. Participants are advised to wear **smart casual attire**.

4. A service vehicle will be available at the SDO Bataan, and will depart **promptly at 7:00 A.M.**

5. All onsite participants are required to sign the attendance sheet during the event to facilitate the issuance of their **Certificates of Appearance**.

6. Participants from the Luzon Cluster who are unable to attend onsite shall join the activity via **livestream**. The **online registration form** will be made available during the event. Registered participants shall receive the

online evaluation after the activity and will be issued a **Certificate of Participation** upon submission of the accomplished evaluation.

7. All other provisions of the said Memorandum remain in effect.

8. Immediate and wide dissemination of this Memorandum is desired.

CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Encl.
As stated

Reference:
Disaster Risk Reduction and Management Service

To be indicated in the *Perpetual Index*
Under the following subjects:

Change of Participants
M7x Ready School
Trainings and Orientations
Participant and Replacement

SO14/GL
July 23, 2026

Republika ng Pilipinas

Department of Education

DISASTER RISK REDUCTION AND MANAGEMENT SERVICE

ADVISORY

FOR : **ALL REGIONAL DIRECTORS AND SCHOOLS DIVISION SUPERINTENDENTS CONCERNED**
(Regions I, II, III, IV-A, IV-B, V, and CAR)

SUBJECT : **ADVISORY ON THE CONDUCT OF M7X READY PROGRAM ORIENTATION FOR THE LUZON CLUSTER**

DATE : July 22, 2026

In reference to Official Memorandum No. *OM-OUGOPS-2026-04-02354* dated June 15, 2026 and *DRRMS-07-14-2026-0002* dated July 14, 2026, the Department of Education (DepEd), through the Disaster Risk Reduction and Management Service (DRRMS), and in coordination with DepEd Region IV-A (host region) shall conduct the **M7X Ready Program Cluster Orientations** for Luzon (non-Greater Metro Manila Area), Visayas, and Mindanao as part of the observance of the **National Disaster Resilience Month (NDRM) 2026.**

In this regard, the DRRMS reiterates the following administrative arrangements for the **M7X Ready Program Orientation for the Luzon Cluster** scheduled on **July 24, 2026:**

1. The **M7X Ready Program Orientation for the Luzon Cluster** will be held on **July 24, 2026 (Friday), from 11:00 a.m. to 4:00 p.m.** at the **Ynares Event Center, Antipolo City.** The morning schedule shall be allotted for participants' travel, exhibition booth set-up, registration, and other preparatory activities. *See Annex A for vicinity map and floor plan.*

2. All participants are requested to confirm their attendance by accomplishing the online registration form through the following link: ***https://bit.ly/M7X_PreReg_LuzonCluster*** on or before **July 23, 2026** (Thursday), 5:00 p.m.

3. Participants are advised to wear smart casual attire.

4. All onsite participants are required to sign the attendance sheet during the event to facilitate the issuance of their **Certificate of Appearance.**

5. Participants from the Luzon Cluster who are unable to attend onsite may participate via **livestream**. The **online registration form** will be made available during the event. Registered participants shall receive the online evaluation after the activity and will be issued a **Certificate of Participation** upon submission of the accomplished evaluation.

6. In consideration of the possible landfall of a tropical cyclone on the day of the event, participants whose travel may be affected are advised to prioritize their safety and participate via the online modality instead. Concerned participants shall notify the host region (Region IV-A) and the DRRMS of their change in attendance at the earliest opportunity.

   For those attending onsite, the Contingency Plan for the M7X Ready Program Orientation shall be activated and implemented. *See Annex B for copy of the Contingency Plan.*

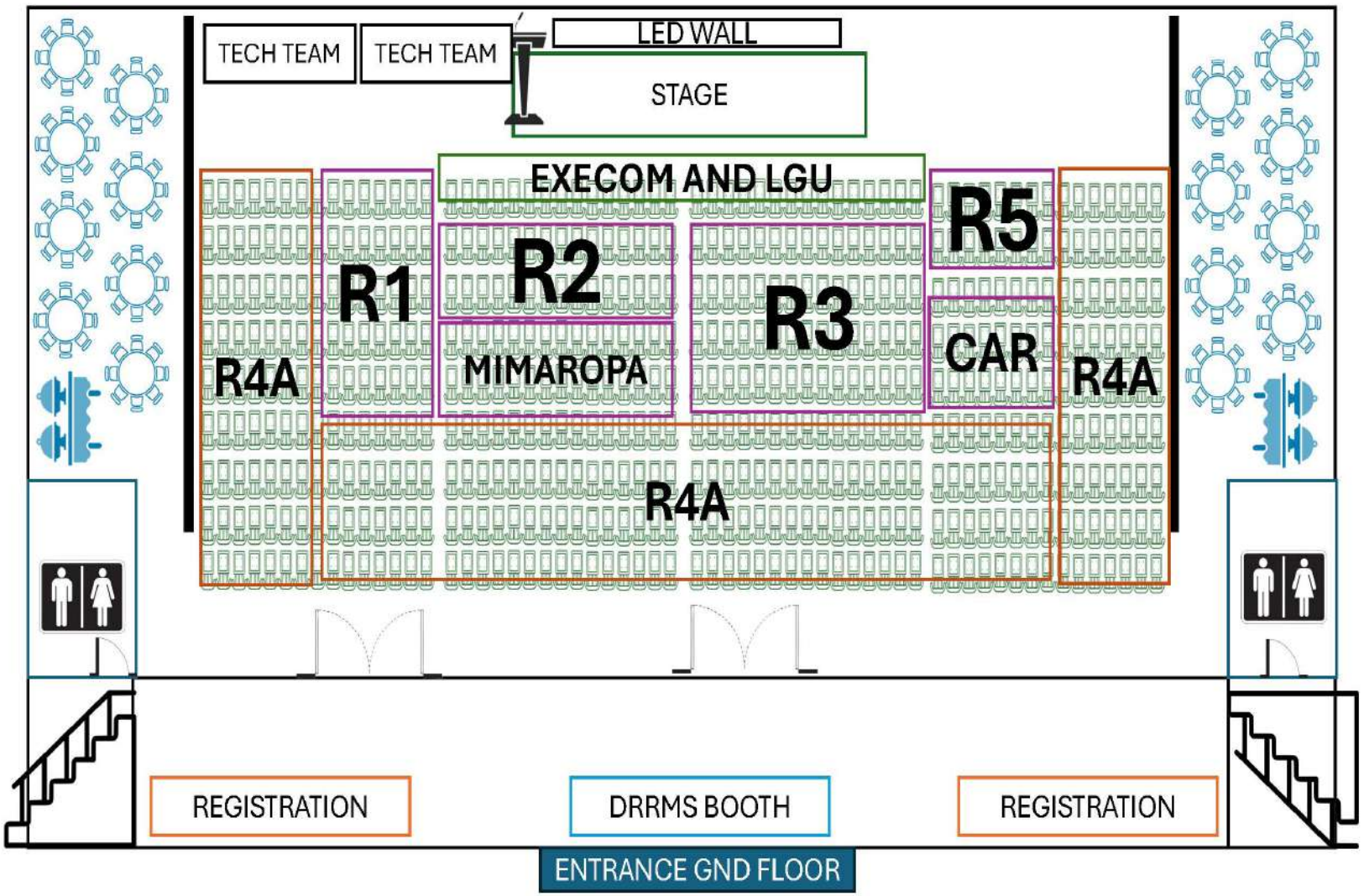
For coordination and inquiries, please contact drrms@deped.gov.ph, erika.placio@deped.gov.ph or reach us via Viber at 0968 499 0866.

For your appropriate action.

FELINO O. CASTRO V
Director IV
Disaster Risk Reduction and Management Service

EDP/DRRMS

Annex A. Vicinity map and floor plan.


TECH TEAM
TECH TEAM
LED WALL
STAGE
EXECOM AND LGU
R1
R2
R3
R5
R4A
MIMAROPA
CAR
R4A
R4A
REGISTRATION
DRRMS BOOTH
REGISTRATION
ENTRANCE GND FLOOR

Annex B. Contingency Plan.

CONTINGENCY PLAN FOR M7X PROGRAM ORIENTATION – LUZON CLUSTER
July 24, 2026, 11:00 PM – 5:00 PM
Ynares Hall Event Center, Antipolo City

CHAPTER I. BACKGROUND

A. Introduction

On Friday, July 24, 2026, Metro Manila is expected to experience cloudy skies with frequent rain showers throughout the day. Temperatures will range from 26°C to 29°C, creating warm and humid conditions. The probability of rainfall is relatively high at around 66%, with showers likely becoming more frequent during the afternoon and evening. Humidity levels will remain elevated, ranging from 69% to 93%, while winds are expected to be light to moderate. Overall, the weather may cause traffic delays and minor disruptions to outdoor activities. Still, indoor events can generally proceed as planned with appropriate preparations such as covered access areas, umbrellas, and continuous monitoring of weather advisories.

The activity will be conducted on July 24, 2026, in Ynares Hall Event Center, Antipolo City, through a face-to-face modality, with participants from DepEd Central, Regional, and Division Offices, as well as representatives from Local Government Units (LGUs), technical agencies, and partner institutions.

Given the nature of the activity, bringing together multiple stakeholders in a physical venue with a heavy rainfall risk, there is a need to establish a comprehensive contingency plan aligned with DepEd DRRMS protocols and the Incident Command System (ICS). This ensures preparedness for potential hazards such as earthquakes, fires, medical emergencies, and other disruptions, while safeguarding participants and maintaining continuity of operations.

The following tables detail the abovementioned information:

Table 1. Summary of Participants Per Region/Office

No.	Region / Office	No. of Delegates
1	Region 1	45
2	Region 2	35
3	Region 3	80
4	CAR	30
5	MIMAROPA	15
6	CALABARZON	782
7	DepEd Central Office	13
GRAND TOTAL		**1000**

Table 2. Summary of Technical Working Group

No.	Region / Office	No. of Delegates
1	Overall	3
2	Secretariat	5
3	Usher	17
4	Logistics	10
5	Health and Safety	12
6	Communications	3
	GRAND TOTAL	**50**

Table 3. Summary of Speakers and DepEd Officials

Other Delegates	No. of Individuals
Speakers	7
DepEd Central Office Officials	2
Grand Total	**9**

B. Hazard Analysis

The anticipated weather conditions consist of moderate to heavy rain showers that may result in localized flooding, reduced visibility, traffic congestion, and disruptions to public transportation. High humidity and prolonged rainfall may also increase the risk of power interruptions and access difficulties for participants.

Vulnerabilities	Elements at Risk
• Participants commuting from different locations. • Flood-prone roads surrounding the venue. • Dependence on electricity and internet connectivity. • Limited parking and drop-off areas. • Possible delays in emergency service response.	• Event participants and personnel. • Information and communication equipment. • Power and internet facilities. • Venue facilities and access routes. • Event schedule and operations.

C. Anatomy of the Hazard

Hazard to Plan for:	Hydrometeorological hazards
Root Cause	Southwest Monsoon and localized weather disturbances causing rain showers.
Early Warning Signs	PAGASA rainfall advisories, dark clouds, increasing rainfall intensity, reports of localized flooding.

Triggering Factors	Continuous rainfall, flooding of access roads, traffic congestion, power outage, internet disruption.
Possible Consequences	Delayed arrival of participants, disruption of event activities, safety hazards, evacuation requirements.
Existing Mitigation Measures	Weather monitoring, emergency communication channels, indoor venue, backup power source, first-aid and safety protocols.

D. Scenario

PARTICULARS	BAD	WORSE	WORST
Extreme Weather Condition	• Intermittent rain showers causing minor delays in participant arrival..	• Continuous moderate to heavy rainfall causing localized flooding on major roads.	• Prolonged heavy rainfall resulting in widespread flooding, extensive transportation disruption, and utility interruptions.
EFFECTS			
Communication	• Temporary cellular signal congestion. • Delayed dissemination of announcements..	• Intermittent internet connectivity. • Communication delays among organizers and participants.	• Loss of internet connectivity. • Intermittent mobile network service.
Power/Electricity	• No major disruption.	• Brief power fluctuations.	• Extended power outage affecting venue operations.
Transportation	• Moderate traffic congestion. • Delayed arrival of participants.	• Significant travel delays. • Limited accessibility to venue.	• Roads become impassable. • Participants unable to reach the venue.
Environment	• Wet walkways and slippery surfaces.	• Flooded surrounding areas. • Increased safety risks due	• Flooding within surrounding communities.

PARTICULARS	BAD	WORSE	WORST
		to slippery conditions.	• Increased health and safety risks.
Infrastructures and Facilities	• Minor leaks or water accumulation near entrance areas.	• Water seepage in some sections of the venue. • Reduced parking capacity.	• Water intrusion into critical facility areas. • Suspension of venue operations due to safety concerns.
Response Capabilities	• Existing resources sufficient to manage the situation.	• Additional personnel required for crowd assistance and safety monitoring.	• Emergency response resources stretched due to multiple incidents.
Actions	• Continue program as scheduled. • Issue weather advisories to participants. • Deploy marshals in entry and parking areas. • Provide umbrellas and covered passageways.	• Adjust event schedule and registration period. • Activate backup internet and power systems. • Open additional access points and waiting areas. • Disseminate regular advisories through SMS and social media. • Coordinate with local DRRM and emergency responders.	• Activate Incident Management Team. • Temporarily suspend or transition activities to virtual or hybrid mode. • Utilize generator and emergency lighting systems. • Restrict access to unsafe areas. • Conduct orderly evacuation if venue safety is compromised. • Coordinate continuously with LGU, DRRM Office, and emergency services.

CHAPTER II. GOAL AND OBJECTIVES

A. Goal

This Contingency Plan for earthquakes aims to provide a comprehensive framework for effective preparedness, response, and recovery strategies to reduce the risks associated with the hazard and mitigate potential damage to property and loss of life. This plan shall be undertaken by the Safety and Security Committee, headed by the Local Disaster Risk Reduction and Management Service, assisted by the Safety and Security Committee of the M7X Program Secretariat.

The purpose of this document is to outline the key components of the contingency plan, including risk assessment, communication protocols, emergency response procedures, evacuation plans, and recovery efforts. It serves as a reference guide and a roadmap for all stakeholders involved in disaster management and response.

B. Objectives

This Contingency Plan specifically aims to ensure the safe, orderly, and uninterrupted conduct of the event despite adverse weather conditions.

CHAPTER III. RESPONSE ARRANGEMENTS

Weather Monitoring

Activity	Responsible Person/Officer	Timeline
Monitor PAGASA advisories and local weather updates	Secretariat/Logistics Team	72 hours before event
Issue weather updates to participants	Communications Team	Every 6 hours until event start
Coordinate with venue management regarding weather impacts	Event Coordinator	Day before and event day

Response Activities

Details	Activities and Responses
Participant Safety Measures	• Advise attendees to bring umbrellas and rain gear. • Provide covered drop-off and pick-up areas. • Assign marshals to assist participants from parking areas to the venue.

	• Ensure availability of first-aid kits and medical personnel. • Identify emergency exits and evacuation routes.
Transportation and Arrival Delays	• Open the registration area at least one hour earlier. • Allow flexibility for participants affected by heavy rain and traffic. • Provide contact numbers for event coordinators. • Establish a help desk for directions and assistance.
Facility Inspection	• Check for roof leaks and drainage issues. • Ensure air-conditioning and ventilation systems are functional. • Verify emergency lighting and exit signs.
Utilities and Equipment	• Test audio-visual equipment before the event. • Prepare backup microphones, laptops, and projectors. • Secure extension cords and electrical connections from water exposure.
Power Interruption Contingency	In case of power outage: 1. Switch to generator power immediately. 2. Activate emergency lighting. 3. Suspend non-essential equipment. 4. Continue program using battery-powered devices if necessary. 5. Announce updates calmly to participants.

Communication Protocol

Scenario	**Action**
Moderate rain	Proceed as scheduled
Heavy rain causing participant delays	Adjust program flow and extend registration
Severe weather warning issued	Convene Incident Management Team and assess continuation
Venue becomes unsafe	Suspend activities and initiate evacuation procedures

Incident Command System (ICS)

ICS Facilities	
Facilities *(customize as appropriate)*	**Location**
Incident Command Post	RO IV-A Office
Staging Area	N/A
Base	
Camp	

Helispot	
Helibase	
Others _____	
Others _____	

Incident Management Team		
Position	**Names and Agency/Office In-Charge**	**Contact Information**
Incident Commander	Elino S. Garcia (R4A-ESSD)	
Command Staff		
Public Information Officer	Ariel M. Azuelo (R4A-PAU)	
Liaison Officer		
Safety Officer	Wilbert C. Ulpindo (R4A-ESSD	
General Staff		
Operations Section Chief	Gian Ventura (R4A-GSU)	
Planning Section Chief	Rey Valenzuela (R4A-ICT)	
Logistics Section Chief	Ramil G. Ginete (R4A-ESSD)	
Finance/Admin Section Chief	Marites L. Gloria(R4A-Finance)	

CHAPTER IV. ACTIVATION & DEACTIVATION

Activation

This Contingency Plan shall be activated on **July 23, 2026.** The following shall be undertaken for the activation of the Contingency Plan:

Trigger	Action
Light to moderate rain	Heightened monitoring
Heavy rainfall advisory	Partial activation of contingency measures
Flooding on access roads	Full activation and schedule adjustment
Power interruption exceeding 30 minutes	Activate generator and continuity measures
Unsafe venue conditions	Suspend activities and initiate evacuation protocols

Deactivation

The contingency plan shall be deactivated once weather conditions have improved and no longer pose a significant threat to event operations, participant safety, or facility functionality. Deactivation may be initiated when:

- Rainfall has subsided to light or negligible levels, and no adverse weather advisories remain in effect.
- Floodwaters on access roads have receded, allowing safe and normal movement of participants and vehicles.
- Power supply has been fully restored, and all critical systems are functioning normally.

- Communication systems and internet connectivity have stabilized.
- Venue facilities have been assessed and declared safe for normal operations.
- No evacuation order or emergency response measures are required.

Upon deactivation, all response teams shall return to normal operations, conduct a post-event assessment, document actions taken, identify lessons learned, and recommend improvements to future contingency planning. The Incident Commander/Event Head shall issue the official declaration for deactivation of the contingency plan.

The event shall continue safely with minimal disruption through proactive monitoring, timely communication, effective coordination, and the activation of appropriate contingency measures. In extreme conditions where participant safety may be compromised, event operations may be modified, shifted to a hybrid/virtual format, postponed, or suspended in accordance with emergency management protocols