



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City
Telefax # 442-7819



October 26, 2018

DIVISION MEMORANDUM

No. 518 s. 2018

PREPAREDNESS MEASURES FOR TYPHOON “YUTU”

To: Public School District Supervisors
Elementary and Secondary School Heads
School DRRM Coordinators

In anticipation of **Typhoon “YUTU”** which is expected to enter the Philippine Area of Responsibility (PAR) by Saturday morning (27 October) and will be named **“ROSITA”**. All School DRRM Focal Persons, and School Heads are advised to prepare and to take note of the following:

- 1) All School Heads and SDRRM Coordinators are reminded to work with their respective school communities and ensure that:
 - a. Computers and other electrical equipment are unplugged.
 - b. Textbooks, school records, furniture, and other important materials are moved to safe areas.
 - c. Convened the school DRRM team
 - d. Board up jalousies and windows with plywood or other secure material;
 - e. Secure all ongoing construction projects including supplies and materials
 - f. Secure roof beams of buildings made of light materials with heavy duty ropes and/or other secured materials
 - g. Pruned trees which are along electrical posts and adjacent to buildings.
 - h. Prepositioned materials such as emergency supplies/equipment for possible immediate use.
 - i. Assign personnel as a custodian of keys incase school is used for evacuation.
- 2) For schools that may be designated by LGUs as evacuation centers, school Heads should immediately contact the Division DRRM Coordinator via text/ call Mr. Karim Javar thru the following numbers: Smart 09194377356 / Globe 09564199724 for coordination to the Office of the City Social Welfare and Development (OCSWADO).
- 3) Immediate dissemination of this memorandum is desired.


FEDERICO P. MARTIN, ED., D. CESO V
Schools Division Superintended