



Republic of the Philippines
Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE
City of Mandaluyong

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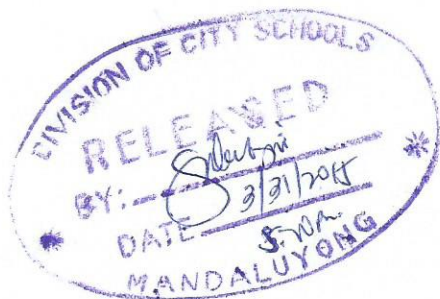
March 30, 2015

DIVISION MEMORANDUM
NO. 12, S. 2015

**BATANG EMERGENCY RESPONSE TEAM (BERT) ELECTION OF OFFICERS FOR
SCHOOL YEAR 2015-2016**

TO: Education / District Supervisors
Principals, Public Elementary and Secondary Schools

1. Attached is Regional Memorandum No. 064, s. 2015 on the conduct of "**Division BERT Officers**" contents of which are self-explanatory for information and guidance.
2. Schools are advised to submit the set of officers for elementary and secondary to the Division Office on or before **April 14, 2015** for consolidation and submission to the Regional Office. Elected school level presidents shall convene at the **Division Office Conference Room** on **April 16, 2015, 2:00 P.M.** for the election of the Division BERT Officers.
3. Please refer to the attached communication for the other details of the activity.
4. Immediate and wide dissemination of this **Memorandum** is desired.




NERISSA L. LOSARIA, CESO VI
Officer In-charge *now*
Office of the Schools Division Superintendent



Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Misamis St., Bago Bantay, Quezon City)

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Department of Education
National Capital Region
RECORDS AND PUBLICATION UNIT

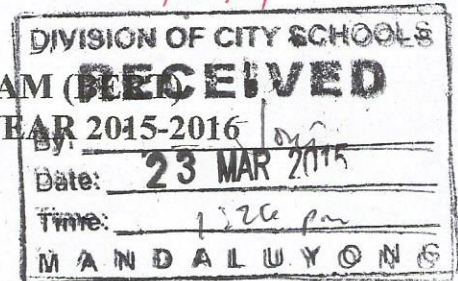
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By: MAR 18
Date: 8/20/15 Time: 9
March 12, 2015

MEMORANDUM
No. 064 s. 2015

BATANG EMERGENCY RESPONSE TEAM (BERT)
ELECTION OF OFFICERS FOR SCHOOL YEAR 2015-2016

To: *Schools Division Superintendents*
Division DRR Coordinators
School DRR Coordinators



1. In relation to the meeting of the Regional Disaster Risk Reduction and Management Council (RDRPMC) members, Regional Emergency and Disaster Response Association (REDiRA) officers and School Disaster Risk Reduction and Management Council (SDRRMC) Coordinators conducted last March 7, 2015, it is hereby requested that the list of Division BERT officers be submitted on or before April 17, 2015.
3. The officers to be elected shall be composed of:
 - School level – Chairman, Asst. Chairman, Chair of Transportation Committee, Chair of Evacuation Committee, Chair of Security Committee, Chair of Supply & Relief Committee, Chair of Communication Committee, Chair of Early Warning Committee, Chair of First-Aid Committee, Chair of Search & Rescue (Assistance) Committee, Chair of Fire Brigade Committee, Chair of Damage Control Committee
 - Division/Regional level – President, Vice President for Internal, Vice President for External, Secretary, Assistant Secretary, Treasurer, Public Relations Officers (2), Safety officers (2), Auditor, Business Manager
4. There shall be a separate set of officers for elementary and secondary. Officers must come from Grades 4 or 5 for elementary; Grades 8 or 9 for secondary and, must not hold major positions in other school clubs/organizations. However, members of BERT may come from any grade level.
6. The said list of officers may be submitted at the DepED-NCR Office, Room 206 or thru fax no. 9213815. For further inquiries, please contact Dr. Genia V. Santos, Chair, Regional Disaster Risk Reduction and Management Council at 9213815.
7. Wide and immediate dissemination of this Memorandum is desired.

for: **LUZ S. ALMEDA**
Director IV