



14 February 2024

MEMORANDUM NO. 227  
Series of 2024

T O: All Concerned

R E: Designation as Leaders of DRRM Focus Areas

Disaster management involves a comprehensive approach that includes various phases to address and manage disasters. In view of this, by virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Head DRRM, you are hereby designated as leaders of the different DRRM Focus Areas effective immediately until a new President shall have been designated or unless sooner revoked or terminated by higher authorities.

The following are the four main phases and functions:

1. Ms. Christy M. Desades – Disaster Prevention and Mitigation

- **Identification and Assessment:** Identify potential hazards and assess the risks in the school premises.
- **Risk Reduction Measures:** Implement strategies and measures to reduce or mitigate the impact of potential disasters. This may include structural changes, land-use planning, and the development of early warning systems.
- **Public Awareness and Education:** Educate the public about potential risks, proper safety measures, and evacuation procedures to enhance community preparedness.
- **Legislation and Policy Development:** Develop and enforce policies and regulations to ensure that buildings, infrastructure, and communities are designed and constructed with safety in mind.

2. Dr. Charis B. Limbo-Rivera - Disaster Preparedness:

- **Emergency Planning:** Develop and implement emergency plans at various levels (Individual, community, organizational, and governmental) to ensure a coordinated response.
- **Training and Drills:** Conduct regular training sessions and drills to familiarize individuals and organizations with emergency procedures and protocols.
- **Evacuation Plans, Stockpiling, and Resource Management:** Pre-position necessary resources, supplies, and equipment to quickly respond to a disaster.
- **Communication Systems:** Establish and maintain effective communication systems to facilitate information sharing and coordination during emergencies.

3. Reyemar C. Oria - Disaster Response:

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- **Search and Rescue:** Mobilize and deploy teams to search for and rescue individuals affected by the disaster.
- **Medical Assistance:** Provide emergency medical care and support to those injured or affected by the disaster.
- **Humanitarian Assistance:** Coordinate the distribution of food, water, shelter, and other essential supplies to affected populations.
- **Communication and Coordination:** Ensure effective communication and coordination among response teams, government agencies, NGOs and other stakeholders.

4. **Dario P. Lina - Disaster Rehabilitation and Recovery:**

- **Assessment of Damages:** Evaluate the extent of damages caused by the disaster and assess the needs of affected communities.
- **Reconstruction and Infrastructure Rehabilitation:** Initiate rebuilding efforts to restore damaged infrastructure and communities.
- **Psychosocial Support:** Provide counseling and mental health support to individuals and communities affected by the disaster.
- **Long-Term Planning:** Develop long-term strategies for sustainable recovery, including measures to reduce vulnerability and enhance resilience to future disasters.

Kindly coordinate with the Head, DRRM regarding this assignment.

Please be guided accordingly.

  
**DANIEL LESLIE S. TAN**  
 OIC/President

cc: Head, DRRM  
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