



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

April 28, 2025

**DIVISION MEMORANDUM**

No. 221, s. 2025

**CONDUCT OF 3-DAY CAPABILITY BUILDING ON EMERGENCY PREPAREDNESS,  
BASIC LIFE SUPPORT AND BASIC FIRST AID**

**To: Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors, Principals-In-Charge of the District,  
Head Teacher-in-Charge of the District  
Senior/Education Program Specialists  
Heads of Public Elementary/Integrated/Secondary Schools  
District/School DRRM Coordinators  
All Others Concerned**

1. In pursuant to Republic Act No. 10871 titled Basic Life Support Training in Schools Act and the Department Order No. 54, s. 2021 titled Implementing Rules and Regulations of Republic Act No. 10871, in which the Department of Education (DepEd) promotes and encourages a proactive engagement by all DepEd offices in capacitating learners and DepEd personnel with life-saving knowledge and skills. In line with this mandate, the Schools Division Office (SDO) of Aklan shall conduct a **Basic Life Support (BLS) Training** for newly-designated School DRRM Coordinators at Boracay Tropics Resort Hotel, Boracay Island, Boracay, Malay, Aklan in two (2) batches, to wit:

Batch 1 (District)	No. of Participants	Date
Numancia	7	May 1-3, 2025
Batan	7	
Balete	7	
Banga	7	
Kalibo I	7	
Kalibo II	7	
Libacao	7	
Madalag	7	
New Washington	7	
Batch 2 (District)	No. of Participants	Date
Buruanga	6	To be announced (TBA)
Ibajay East	6	
Ibajay West	6	
Lezo	6	
Malinao	7	
Malay	6	
Makato	6	
Nabas	6	
Altavas	7	
Tangalan	7	



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2. This activity aims to:
  - a. enhance the capacity of School DRRM Coordinators in providing immediate and effective response during medical emergencies through hands-on training in Basic Life Support techniques, and,
  - b. promote a culture of safety and resilience in schools by integrating life-saving skills.
3. All participants must pre-register and confirm their attendance using the link <https://forms.office.com/r/LOHwWiry2H> not later than April 29, 2025. Late registration is strictly not encouraged as this may affect the event logistics preparations.
4. Please refer to the following enclosures:
  - a. **Enclosure No. 1:** Technical Working Group
  - b. **Enclosure No. 2:** Medical Certificate and Participant's Profile
5. All expenses relative to this activity shall be charged against DRRM downloaded fund, School Maintenance and Other Operating Expenses (MOOE), local funds or other available funds subject to the usual accounting and auditing rules and regulations.
6. The participants are entitled to Service Credits for their services rendered during weekend but not to exceed 15 days per year in accordance with DO. No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to teachers. On the other hand, non-teaching personnel shall be provided with Compensatory Time Off (CTO) for their services rendered during weekends and holidays as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. Widest dissemination of and compliance with this Memorandum is desired.

  
**FELICIANO C. BUENAFE JR., CESO VI**  
Schools Division Superintendent

Encl.: As stated  
Reference: RA No. 10871, DO No. 54, s. 2021  
To be indicated in the Perpetual Index  
Under the following subjects:

**CALAMITY      ORGANIZATION      TRAINING PROGRAM**

**MATG/ddt**



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Enclosure No. 1 to Division Memo No. 221 s. 2025

**Technical Working Group**

Name	Position/Designation
Michael Angelo T. Garcia	Project Development Officer II
Ar. Mar Bien Gregory G. Parel	Senior Education Specialist
John C. Marciales	Education Program Specialist II
Denor D. Torres	Technical Support Assistant II
Danica Joy M. Llanza	Administrative Officer II
Angel Laila G. Samson	Administrative Officer II
Irish Jean P. Relativo	Administrative Officer II
Cris Geo Advincula	Administrative Officer II
Kennelyn Lee C. Garcia	Administrative Assistant III
Mark Z. Zonio	Administrative Assistant II
Nelmar C. Caraga	Administrative Assistant II
Leinel Brian M. Francisco	Contract of Service
15 PDRMO Training Team	Training Team



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Enclosure No. 2 to Division Memo No. 221 s. 2025



Republic of the Philippines  
Department of Health  
Office of the Secretary  
**HEALTH EMERGENCY MANAGEMENT STAFF**



Standard First Aid (SFA) Training

**MEDICAL CERTIFICATE**

This is to certify that \_\_\_\_\_  
(Name and Designation)

is physically and medically fit and -

1. has no heart and respiratory problems,
2. has no signs and symptoms of Covid 19
3. not directly exposed/close contact of Covid 19 case
4. not on the "family way" or pregnant (female only), and
5. has no contagious disease.

\_\_\_\_\_, M.D.  
(Signature over printed name)

License No. \_\_\_\_\_

PTR No. \_\_\_\_\_

\_\_\_\_\_, 20\_\_