



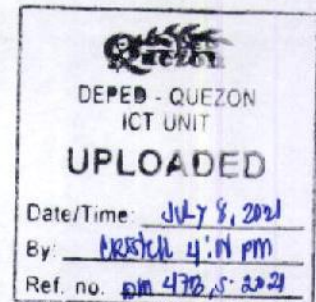
Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

08 July 2021

**DIVISION MEMORANDUM**  
DM No. 478, s. 2021

**ONLINE WORKSHOP ON POST-DAMAGE ASSESSMENT  
AND NEED ANALYSIS (PDANA)**

**To: OIC-Assistant Schools Division Superintendents**  
**Division Chiefs**  
**Public Schools District Supervisors**  
**Elementary and Secondary School Heads**  
**District and School DRRM Coordinators**  
**All Others Concerned**



1. DepEd Order No. 50 s. 2011 entitled Creation of Disaster Risk Reduction and Management Office (DRRMO) mandates to initiate and spearhead the establishment of mechanisms which prepare, guarantee protection, and increase resiliency of the Department of Education's (DepEd) constituents in the face of disaster. Anent to this, the Division DRRM Unit will hold a **Three-Day Webinar Workshop on Post Damage Assessment and Needs Analysis (PDANA)** to capacitate selected DRRM Coordinators, and to create the Division DRRM PDANA Team on **July 21-23, 2021** from 8:00 a.m. to 5:00 p.m. via Zoom.
2. Selected participants shall register through [forms.gle/jCWnceS1kEGN59Cx7](https://forms.gle/jCWnceS1kEGN59Cx7) on or before **July 19, 2021**.
3. The meeting link of the registered participants will be sent in the provided DepEd email account on **July 20, 2021**.
4. Herewith is the list of selected participants for the aforementioned activity.

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Registration Number:  
QAC/R330216





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5. Expenses relative to the conduct of this webinar shall be charged against local fund/School MOOE subject to the usual accounting and auditing rules and regulations.
  
6. Immediate dissemination of this Memorandum is earnestly desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

drmapr07/08/2021

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**LIST OF SELECTED DRRM COORDINATORS FOR DEPED – QUEZON  
 DIVISION POST DAMAGE ASSESSMENT AND NEED ANALYSIS (PDANA)  
 WEBINAR WORK SHOP  
 July 21-23, 2021**

	Name of SDRRM Coordinators	District
1	Mary Flor Buado	Panukulan District
2	Raymond G. Encina	Panukulan District
3	Dexter Demin	Patnanungan District
4	Cindy May A. Manlogon	Patnanungan District
5	Mylene Azagra	Polillo District I
6	Michael De Leon	Polillo District
7	Karl Maurice V. Morga	Burdeos
8	Ana Marie A. Pefaverde	Burdeos
9	Snaffu C. Sustento	Jomalig District
10	Marcopollo Areval	Jomalig
11	Ronnie Huerto Soplido	Real District
12	Diovanni Lopez	Real District
13	Nelson Auditor	Infanta District
14	Jefferson G. Prudente	Infanta District
15	Lea L. Cuerdo	Gen. Nakar I
16	Alberto A. Ramurez Jr.	Gen. Nakar I
17	Rusela P. Azogue	Gen. Nakar II
18	Ella A. Vargas	Gen. Nakar II
19	Ynna De Alfie	Sampaloc District
20	Hanzel Ayaay	Pagbilao I District
21	Christian Niogan	Mauban South District
22	Haydee D. Belgica	Mauban South District
23	Jack Avellano	Mauban North District
24	Antonio Borromeo	Mauban North
25	Rhenz M. Agoba	Dolores District
26	Leynie Irazo	Dolores District
27	Ronnel Agdan	Dolores District
28	Ricky P. Ventoza	Dolores District
29	Gleeson Catahumber	Sariaya East
30	Joel Barcena	Sariaya East
31	Recy Montalbo	Sariaya East
32	Bernie D. Dumael	Sariaya West
33	Danilo Landicho Jr.	Sariaya West
34	Gerwin Asilo	Candelaria East
35	Henry Villadiego	Candelaria West
36	Limuel Recio	San Antonio
37	Dave Patulayin	San Antonio
38	Ronaldo L. Riparip	Tiaong I

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38	Kenjie Tolentino	Tiaong I
39	Gold John Kirbie C. Zarsuelo	Tiaong I
40	Jon - jon Del Mundo	Tiaong II
41	Jerick L. De Grano	Tiaong II
42	Jose Israel Deza	Quezon Science HS
43	Edgardo Regencia	Mulanay I
44	Annabelle B. Florido	Mulanay II
45	Lucy Lopez	Gen. Luna
46	Federico D. Canete	Padre Burgos
47	Rodante Tierra	Agdangan
48	Rolando Sagnoy Jr.	Pitogo
49	Alexander Altea	Gen. Luna
50	Renato C. Vera Jr.	Gen. Luna
51	Kim Kevin S. Averia	Catanauan I
52	Kim Sherwin F. Ballesteros	Unisan
53	Manolito Managa	San Andres
54	Jeymark Genton	San Andres
55	Ronald M. Magtibay	Buenavista I
56	Ronald P. Domingo	San Francisco I
57	Aguido A. Delos Reyes	San Francisco II
58	Jose Danilo A. Bante	San Narciso I
59	Joel V. Vasquez	Gumaca West District
60	Domingo Pancifane	Quezon District I
61	Edgardo Sario	Quezon District I
63	Joel Pait	Alabat District
63	Scarlette De Leon Almadrones	Alabat District
64	Danilo Villare	Mulanay II
65	Vicky Alva	Atimonan II District
66	Ian Alpay	Alabat District
67	Benjamin Batanes	Plaridel District
68	Julian Arevalo	Gumaca West
69	Apolinar Villegas	Lopez East
70	Albert Escobar	Calauag East
71	Reynaldo Marbella	Guinyangan North
72	Joseph Licas	Tagkawayan I District
73	April joy Lasquite	Gumaca East District

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**Resource Person**

Name	District
Alfredo Oblefias	Lucban District
Marco Antonio Simera	Candelaria District
Arvin Repaso	SDO-Quezon

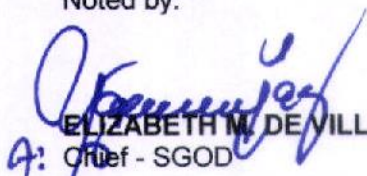
**Members of Technical Working Group**

Name	District
Nina Althea C. Oblena	Mauban North
Jonalyn Capobres	Mauban South
Nerissa M. Reynoso	Candelaria East

Prepared by:

  
**ARVIN P. REPASO**  
PDO II  
Division DRRM Coordinator

Noted by:

  
**ELIZABETH M. DE VILLA**  
Chief - SGOD

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**WEBINAR WORKSHOP ON POST DAMAGE ASSESSMENT AND NEED ANALYSIS (PDANA)**

July 21-23, 2021

**Matrix Design of 3-Day Webinar Workshop on PDANA**

Day 1					
Morning Session					
Time	Duration	Session	Purpose	Key Message	Materials
8:00 – 8:15	15 mins.	Log-in	To monitor the number of participants	N/A	Computer Lap top
8:16 – 8:30	15 mins	Preliminaries	To start the program	N/A	Computer Lap top
8:31 – 9:15	45 mins	Review of Philippine Disaster Risk Reduction and Management	To recall and familiarize the participants on the Disaster and its corresponding impact.	Philippine Disaster Management Act RA 10121	Computer Lap top Hand-outs of RA 10121
9:16 – 10:00	45 mins	Workshop #1	To create an accurate data from RDANA Report	Accuracy on Gathering of Data	Computer Lap top
10:01 – 10:15	15 mins	Healthy Break	To relax the eyes and mind from a long exposure from electronic gadgets.	N/A	N/A

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10:16 – 11:15	60 mins	Introduction to PDANA	To understand the importance of Damage Assessment and Need Analysis in the decision making provided by the Responsible Official during the Rehabilitation Phase	Vitality of PDANA on Rehabilitation Phase	Computer Lap top
11:16 – 11:30	15 mins	Q&A on Introduction to PDANA	To clarify some issues relevant on PDANA	Clarifications	PDANA Hand-out
11:31 – 1:00	1 ½ Hrs	Lunch Break			

**Day 1**

**Afternoon Session**

Time	Duration	Session	Purpose	Key Message	Materials
1:00 - 1:30	30 mins	Schools Baseline Data	To understand the necessity of baseline data in providing accurate reports.	Data accuracy	Computer Lap top School baseline data
1:31 – 4:00	2 ½ Hrs.	Workshop #2 Group Discussion	To provide baseline data as necessary information for DRRM activities	Data gathering	Computer Lap top School baseline data

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4:01 – 4:45	45 mins	Cluster Reporting	To critique and guide the collection of necessary data	Critiquing	Computer Laptop
4:46 – 5:00	15 mins	Q&A	To clarify some gray issues on gathering of baseline data	Clarifications	Computer Laptop

Day 2					
Morning Session					
Time	Duration	Session	Purpose	Key Message	Materials
8:30 – 8:45	15 mins.	Log-in	To monitor the number of participants	N/A	Computer Laptop
8:46 – 9:00	15 mins	Preliminaries	To start the program	N/A	Computer Laptop
9:01 – 9:45	45 mins	PDANA Non-Infra	To distinguish the scope and limitation on data gathering on Damage assessment	Scope and limitaion of PDANA	Computer Laptop
9:46 – 10:00	15 mins	Healthy Break	To relax the eyes and mind from a long exposure from electronic gadgets	N/A	N/A

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10:01 – 11:30	1 ½ Hrs.	PDANA Standard Template for DepEd Workshop # 3	To familiarize on template used during PDANA	Standard Template	PDANA Template
11:31 – 1:00	1 ½ Hrs	Lunch Break			

Day 2					
Afternoon Session					
Time	Duration	Session	Purpose	Key Message	Materials
1:00 – 5:00	4 Hrs.	Self-Learning Modules  Preparation of Written PDANA Report	To identify and analyze the needs for Rehabilitation Phase  To provide a narrative report on conducted PDANA activity	Identification and Analyzation	Hand-outs for SLM

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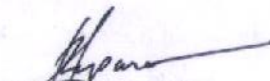




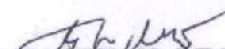
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Day 3					
Morning Session					
Time	Duration	Session	Purpose	Key Message	Materials
8:30 – 8:45	15 mins.	Log-in	To monitor the number of participants	N/A	Computer Lap top
8:46 – 9:00	15 mins	Preliminaries	To start the program	N/A	Computer Lap top
9:01 – 9:45	45 mins	Cluster Reporting	To present their group output	Presentation of out-put	Computer Lap top
9:46 – 10:00	15 mins	Healthy Break	To relax the eyes and mind from a long exposure from electronic gadgets	N/A	N/A
10:01 – 11:00	1 Hr.	Critiquing and evaluation	To evaluate the output and provide TA	Evaluation	
11:01 – 11:30	1Hrs	CLOSING			

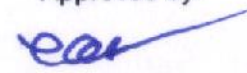
Prepared by:

  
**ARVIN F. REPASO**  
PDO II

Noted by:

  
**ELIZABETH M. DE VILLA**  
Chief-SGOD

Approved by:

  
**ELIAS A. ALICAYA JR., EdD**  
OIC – Schools Division Superintendent

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