



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE - CARAGA
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REGIONAL MEMORANDUM

No. 1031, s. 2026

To: Schools Division Superintendents
Division DRRM Coordinators
All Others Concerned

CREATION AND CONSTITUTION OF DEPED COMPOSITE TEAM FOR
ACTIVE ATTACK INCIDENTS IN SCHOOLS

1. **Activity.** In line with the Department of Education's commitment to providing a safe, supportive, and secure learning environment for all learners and school personnel, this Office hereby orders the establishment of the **DepEd Regional and Division Composite Team for Active Attack Incidents in Schools.**

Objective. The Composite Team will provide a coordinated mechanism for the prevention, preparedness, response, mitigation, and recovery of schools from active attack incidents and other human-induced threats, including armed intrusions, active shooter incidents, edged-weapon attacks, and hostage situations.

2. **Composition of the Regional Composite Team:**

Lead Officer/Asst. Lead	Office
ALLAN G. FARNAZO Director IV - Lead	Office of the Regional Director
PEDRO T. ESCOBARTE, JR. Director III – Asst. Lead	Office of the Asst. Regional Director
Key Members	Office/Program
EDMUND D. MENDOZA Chief Education Supervisor	Education Support Services Division (ESSD)
MEGNON P. BELDAD Project Development Officer II	Disaster Risk Reduction and Management (DRRM)
CHRISTIAN JAY A. PULIDO Technical Assistant I	
DR. JUMER C. CARLON Medical Officer IV	Oplan Kalusugan sa DepEd/ Mental Health Program/ Psychological First Aid
CHARLESTONE OTAZA Technical Assistant II	
JOSHUA LACHICA Technical Assistant I	
Dr. ADRILENE MAE J. CASTANOS Project Development Officer IV	Partnership/Youth Formation
JAN MILES JAMODIONG Technical Assistant I	
GIRO PAOLO MISAEAL ALMENDRALEJO,	Learner Rights and Protection



Project Development Officer II ELLEN V. YAOYAO Technical Assistant II	
ENGR. SHERWIN P. VIAJAR Engineer III ENGR. MARIEL SOSMENA Technical Assistant IV	Education Facilities
BERNABE L. LINOG Chief Education Supervisor LEOWENMAR A. CORVERA Education Program Supervisor MARIPAZ F. MAGNO Education Program Supervisor	Curriculum and Learning Management Division Alternative Delivery Mode Learning Resource
ATTY. JOSE B. GUIBONE Attorney IV ELIZALDE G. BERNALES Special Investigator III	Legal Services
PEDRO A. TECSON Administrative Officer V JEZ MARIE R. MACUNO Project Development Officer II	Public Affairs
MARCELINO M. AHON, JR. Information Technology Officer I NERISON S. PITOGO Computer Programmer II	Information and Communication
Secretariat	
FE M. BARING – Lead Teachers' Credentials Evaluator CHRISTIAN JAY A. PULIDO Technical Assistant I ELLEN V. YAOYAO Technical Assistant II	Administrative Services ESSD - DRRM ESSD - LRPO

4. Schools Division Offices are directed to constitute and designate personnel following a structure similar to that of the Regional Composite Team. SDOs may also designate additional personnel whose expertise can contribute to the functions of the team.

5. The Regional and Division Composite Team shall serve as the primary bodies responsible for technical support, policy alignment, inter-agency

coordination, and oversight in addressing active attacks or other active threats in schools. They shall perform the following functions:

- a. **Policy Formulation and Adaptation:** Develop and operationalize regional/division guidelines, Standard Operating Procedures (SOPs), and emergency response protocols for active attacks incidents.
 - b. **Capability Building and Capacity Enhancement:** Conduct specialized training programs, active attacker awareness sessions, and functional lock-down and evacuation drills for school administrators, teaching, and non-teaching personnel.
 - c. **School Safety Audits:** Oversee physical security assessment protocols across schools to identify vulnerabilities, enhance perimeter security, and improve access control measures.
 - d. **Inter-Agency Coordination:** Establish direct operational links with local law enforcement, medical responders, and emergency management agencies, and other relevant players.
 - e. **Incident Command and Post-Incident Support:** Provide immediate technical, operational, psychological first aid (PFA), and legal support during and after active attacks incidents.
6. The team shall hold a regular coordination meeting and conduct field monitoring on the safety and security-related activities in schools.
7. **Funding.** Expenses incurred in the implementation of activities under this memorandum will be charged against their local funds (MOOE/PSF/DPRP), subject to auditing and accounting rules and regulations.

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ALLAN G. FARNAZO
Director IV

MPB/ESSD/RM- CREATION AND CONSTITUTION OF DEPED...
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