



**LEYTE ASSOCIATION OF DISASTER RISK REDUCTION
AND MANAGEMENT OFFICERS (LEADRRMO) INC.**

SEC Company Reg. No. 2023070108133-46
New Leyte Provincial Capitol Complex, New By Pass Road,
Brgy. Guindapunan, Palo, Leyte

Item No.: 26
Date: 11, 2026 AUG

August 4, 2026

OFFICERS:

JAYVON D. ARCIPE
President
LGU-Tabango, Leyte

LEAH C. CAMINONG
Vice President
LGU-Dulag, Leyte

MA. THERESA P. PEREGRINO
Acting Secretary
LGU-Tabontabon, Leyte

ROBERTA L. OREL
Treasurer
LGU-Jaro, Leyte

RHYSE M. AUSTERO
Auditor
City of Baybay

MANUEL L. GARDUQUE
PIO
LGU-Kananga, Leyte

RICARDO ALEJO N. MAZO
Cluster I Representative
LGU-Tanauan, Leyte

JOEBAN R. PAZA
Cluster I Representative
LGU-Burauen, Leyte

CLIFF ERROL P. RIPALDA
Cluster II Representative
LGU-Alangalang, Leyte

NELIA T. BARREDO
Cluster II Representative
LGU-Babatangan, Leyte

ARVIN R. CUEVA
Cluster III Representative
LGU-Villaba, Leyte

CHRISTOPHER T. MONTEBON
Cluster III Representative
LGU-Palompon, Leyte

ERIK V. BARCELO
Cluster IV Representative
LGU-Abuyog, Leyte

RUDEL P. ESCOLANO
Cluster IV Representative
LGU-Matalom, Leyte

HON. LEONARDO SANDY M. JAVIER
Presiding Officer, Sangguniang Panlalawigan
Province of Leyte

Thru: The Provincial Disaster Risk Reduction and Management Office (PDRRMO)

Subject: Application for Accreditation of the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc.

Dear Honorable Vice Governor Javier,

Greetings of peace and resilience.

The Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. respectfully applies for accreditation with the Provincial Government of Leyte thru the Office of the Sangguniang Panlalawigan. The association is composed of Disaster Risk Reduction and Management Officers from various Local Government Units across the province who are committed to strengthening disaster preparedness, prevention, mitigation, response, and recovery initiatives.

The organization aims to promote closer coordination, collaboration, and capacity development among DRRM practitioners in Leyte. Through continuous training, knowledge sharing, and collaborative programs, LEADRRMO, Inc. supports the implementation of effective Disaster Risk Reduction and Management (DRRM) strategies aligned with national policies and local development goals.

With this, we respectfully seek the accreditation of our association to further enhance our partnership with the Provincial Government and its offices, particularly in advancing DRRM programs and initiatives that will benefit our communities.

Attached herewith are the necessary documents in support of this application for your review and consideration:

1. Duly Accomplished Application form for Accreditation;
2. Duly Approved Board Resolution signifying intention for accreditation.
3. Certificate of Registration/Incorporation from SEC
4. List of Current Officers;
5. Minutes of the Meeting CY 2025-2026 (1st quarter)
6. Accomplishment Report CY 2025
7. Financial Statement CY 2025

We look forward to your favorable response and continued partnership in building safer, more resilient communities in the Province of Leyte.

Thank you very much.

Respectfully yours,


JAYVON D. ARCIPE, EMR, MCDRM
LEADRRMO President



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LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO) INC.

SEC Company Reg. No. 2023070108133-46
New Leyte Provincial Capitol Complex, New By Pass Road,
Brgy. Guindapunan, Palo, Leyte

March 13, 2026

HON. JERICHO L. PETILLA

Governor
Provincial Capitol
Palo, Leyte

Thru:

The Provincial Disaster Risk Reduction and Management Office (PDRRMO)

Subject: Application for Accreditation of the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc.

Dear Honorable Governor,

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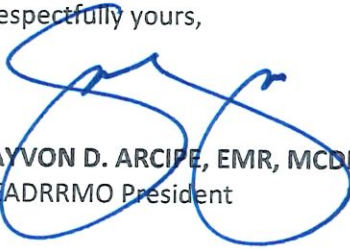
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We look forward to your favorable response and continued partnership in building safer, more resilient communities in the Province of Leyte.

Thank you very much.

Respectfully yours,


JAYVON D. ARCIPE, EMR, MCDRM
LEADRRMO President



LEADRRMO INC.

LEYTE ASSOCIATION OF DISASTER RISK
REDUCTION AND MANAGEMENT OFFICERS, INC.



STRONGER
TOGETHER



SAFER
COMMUNITIES



RESILIENT
LEYTE

— ACCOMPLISHED APPLICATION FORM —

APPLICATION FORM FOR ACCREDITATION

Name of Organization:

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION & MANAGEMENT OFFICERS INC. (LEADRRMO INC.)

Address: West Bypass Road, New Provincial Government Complex, Guindapunan, Palo, Leyte

Contact No.: 09988546883 **Email address (optional):** _____

Date Organized: March 18, 2023 **Sector/s Represented:** DRRM Sector

Purposes/Objectives:

1. To capacitate and provide opportunity to members, Local DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) practitioners and other stakeholders in the field of DRRM through trainings and other opportunities
2. To establish interoperation, coordinated response, brotherhood, and cooperation within Leyte in securing common benefits and interests of all members
3. To establish a common and persuasive relationship with all officers and members within the Association and promote the general welfare of all members
4. To serve as a forum of discussion and feedback mechanism on policies affecting Local DRRMOs

Services that the organization provides or can participate in:

1. Training & Capacity Building:

Design and conduct training sessions, workshops, and skill-building programs for Disaster Risk Reduction and Management (DRRM) practitioners and local stakeholders.

Professional Development Provide educational opportunities and professional development initiatives to enhance local disaster preparedness and response standards

2. Coordination & Interoperability:

Inter-agency Coordination: Serve as a central hub for coordinating disaster response activities across different local government units (LGUs) and organizations within Leyte.

Joint Emergency Response, Facilitate joint operations, standardized protocols, and mutual assistance among DRRM officers during natural disasters and emergencies.

3. Policy Advocacy & Advisory Services:

Act as a structured forum for DRRM officers to review, discuss, and provide feedback on national and local disaster management policies.

Stakeholder Advocacy, Represent the collective interests and welfare of DRRM officers and practitioners to higher government authorities and partner organizations.

4. Knowledge Sharing & Community Networking:

Provide a platform for sharing local insights, technology, and strategies for effective risk reduction, climate adaptation, and community resilience.

Stakeholder Engagement, Partner with non-government organizations (NGOs), civic groups, and national government agencies for community-based disaster resilience projects

Registering Agency:

Date Registered: July 14, 2023

- ☒ Securities and Exchange Commission (SEC)
- ☐ Cooperative Development Authority (CDA)
- ☐ Department of Labor and Employment (DOLE)
- ☐ Department of Human Settlements and Urban Development (DHSUD), formerly the Housing and Land Use Regulatory Board (HLURB)
- ☐ National Commission on Indigenous Peoples (NCIP) *certification

Accrediting Agency (if any): _____ **Date Accredited:** _____

- ☐ Commission on Population and Development (POPCOM)
- ☐ Philippine Drug Enforcement Agency (PDEA)
- ☐ Department of Labor and Employment (DOLE)
- ☐ Others (specify): _____

Organizational Level:

- ☐ Barangay-level
- ☐ Chapter
- ☐ Affiliate of a larger organization (identify organization): _____
- ☒ Others (specify): Provincial Level

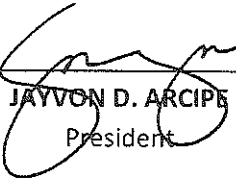
Projects Implemented in the [Province/City/Municipality] of [Name of LGU]

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Comple ted	Ongoin g
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A

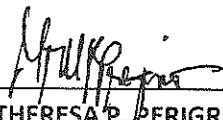
Depending on your organization's technical area of expertise and scope of activity, which Local Special Body are you most capable to be a member of?

- ☒ Local Development Council
- ☐ Local Health Board
- ☐ Local School Board
- ☐ Local Peace and Order Council
- ☒ Local Disaster Risk Reduction & Management Council

WE HEREBY CERTIFY to the correctness of the above information.



JAYVON D. ARCIPE
President



MA. THERESA P. PERIGRINO
Secretary



BOARD RESOLUTION



A Resolution Authorizing the
Application for Accreditation of
LEADRRMO INC.



OFFICERS:

JAYVON D. ARCIPE

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LGU-Tabango, Leyte

LEAH C. CAMINONG

Vice President
LGU-Dulag, Leyte

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LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO) INC.

SEC Company Reg. No. 2023070108133-46

New Leyte Provincial Capitol Complex, New By Pass Road,
Brgy. Guindapunan, Palo, Leyte

EXCERPT FROM THE MINUTES OF THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS, INC.
MEETING HELD MARCH 13, 2026, AT GALAXY'S WAY AND RESTOBAR, DAGAMI LEYTE.

Present:

Jayvon D. Arcipe
Atty. Leah Caminong
Ma. Theresa Peregrino
Roberta L. Orel
Engr. Rhyse M. Austero
Manuel L. Garduque
Ricardo Alejo N. Mazo
Joeban R. Paza
Nelia T. Barredo
Cliff Errol P. Ripalda
Engr. Arvin R. Cueva
Christopher Montebon
Engr. Rudel P. Escolano
Erik V. Barcelo

President
Vice President
Acting Secretary
Treasurer
Auditor
P.I.O.
Cluster 1 Representative
Cluster 1 Representative
Cluster 2 Representative
Cluster 2 Representative
Cluster 3 Representative
Cluster 3 Representative
Cluster 4 Representative
Cluster 4 Representative

BOARD RESOLUTION NO. 001

Series of 2026

A RESOLUTION REQUESTING ACCREDITATION OF THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO), INC. WITH THE PROVINCIAL GOVERNMENT OF LEYTE

WHEREAS, the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. is an organization composed of Municipal and City Disaster Risk Reduction and Management Officers in the Province of Leyte;

WHEREAS, the association aims to strengthen coordination, collaboration, and capacity-building among Disaster Risk Reduction and Management practitioners in the province in support of disaster preparedness, prevention, mitigation, response, and recovery initiatives;

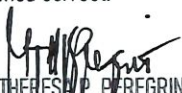
WHEREAS, accreditation with the Provincial Government of Leyte will further strengthen partnership and cooperation between the association and the provincial government in the implementation of Disaster Risk Reduction and Management (DRRM) programs, projects, and activities;

NOW THEREFORE, BE IT RESOLVED, as it is hereby resolved, that the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. formally requests accreditation with the Provincial Government of Leyte.

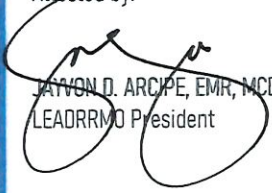
RESOLVED FURTHER, that the President of the association is hereby authorized to submit all necessary documents and represent the organization in matters pertaining to this accreditation.

APPROVED this 13th day of March 2026 during the meeting of the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc.

Certified Correct:


MA. THERESA P. PEREGRINO
Acting Secretary

Attested by:


JAYVON D. ARCIPE, EMR, MCDRM
LEADRRMO President



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
SEC Bldg. V. Rama Avenue Guadalupe, Cebu City



COMPANY REG. NO.: 2023070108133-46

CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of:

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS INC.

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing/lending company, and time shares/club shares/membership certificate issuers or selling agents thereof; nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

This Certificate **DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.**

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at SEC Bldg. V. Rama Avenue Guadalupe, Cebu City, Philippines, this day of 14 July Two Thousand Twenty Three.

SHEARA L. LUPANGO-TAMAYO
Director

For SEC use only
S949 (PSIC as reserved)
Non-stock Corporation
Corporation with 5 or more Incorporators

*This is a computer generated certificate,
signature is not required.*

DOCUMENTARY STAMP TAX PAID

Note: The original copy of this Certificate must be secured within 60 calendar days from the date of registration

Please be advised on the following guidelines as failure to comply with these requirements hereby detailed within shall be a ground for the revocation and/or cancellation of the Certificate of Incorporation.

- That the original Certificate of Incorporation (COI) shall be released only upon presentation and submission of the copy of the Digital COI, copy of the proof of payment on the required fees and four (4) hard copies of the originally signed and authenticated or notarized of the Articles of Incorporation and/or By-laws together with all its attachments anytime through a two-way transmittal system via courier/registered mail addressed to the SEC Main Office or to the selected Extension Office within a period of sixty (60) calendar days from the date stated in the Digital COI.
- That the officially received registration application documents together with its attachments shall be subjected to post-evaluation to determine compliance with the applicable laws, rules, and regulations, notwithstanding the issuance of the COI;
- Any falsity, misrepresentation or fraud determined during post evaluation contained in the Articles of Incorporation and/or Bylaws shall constitute valid ground for revocation of the registration and/or cancellation of the COI issued including the filing fee. However, minor corrections may be cured by either (1) filing a Petition for Correction, if allowed, or (2) filing an application for amendment of the Articles of Incorporation and/or Bylaws filed within ninety (90) calendar days from notice.
- Failure to submit the originally signed and authenticated or notarized registration application together with the Digital COI and proof of payment within the period of sixty (60) calendar days from the date indicated in the Digital COI shall result in the automatic revocation of the corporation's registration with this Commission.
- Actions such as request for Certified True Copies, submission of reportorial requirements, application for Amendment of Articles of Incorporation and/or By-laws and such other applications deemed necessary in the operation of its business shall NOT be entertained, granted or acted upon until the originally signed and authenticated or notarized four (4) hard copies of the registration application is submitted and officially received by this Commission within a period of sixty (60) calendar days from the date indicated in the Digital COI.
- If the end date of the sixty (60) calendar days period falls on a weekend or a holiday, it shall be submitted on the next working day.
- That the information downloaded from this system bears a unique QR code of the Commission.
- That the Commission shall not be responsible for any damage that may result from the unauthorized use of the aforementioned QR code.
- As a registered corporation, it shall submit annually to this Commission the reports indicated below.

REPORTORIAL REQUIREMENTS
(ORDINARY-DOMESTIC CORPORATIONS)
CORPORATIONS WITH 2-15 INCORPORATORS (NON- STOCK CORPORATIONS)

1.) 1.) Form/Notice pursuant to SEC Memorandum Circular No. 28, series of 2020. Refer to link: <https://www.sec.gov.ph/mc-2020/mc-no-28-s-2020/>

2.) General Information Sheet

Annual Filing: within thirty (30) days from the actual date of Annual Stockholders' Meeting

3.) Financial Statements (FS)

Fiscal Year end: December 31

- Check schedule of filing through SEC website: www.sec.gov.ph

Fiscal Year end: Other than December 31

- Within one hundred twenty (120) days from date of fiscal year indicated in the FS

Note: Annual Financial Statements audited by an independent Certified Public Accountant: *Provided*, that if the total assets or total liabilities of the corporation are less than Six Hundred Thousand Pesos (P600,000.00), the financial statements shall be certified under oath by the Corporation's President and Treasurer

4.) Membership Book

Must be stamped within thirty (30) days from date of issuance of Certificate of Incorporation its properties remains as those mentioned, by filing an affidavit/certification by its appointed Archbishop to the effect.



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
SEC Bldg. V. Rama Avenue Guadalupe, Cebu City

Gentlemen:

Please be informed that upon the approval of the application in the Electronic Simplified Processing of Application for Registration of Company (ESPARC) this Commission does not automatically generate the **BIR Corporate Tax Identification Number (Corporate TIN)** and the **PAG-IBIG, PHILHEALTH** and **SSS Employer Registration Number (ERN)**.

However, you may login to the **Philippine Business Hub (PBH)** link shown on the notification sent to the email you provided in the ESPARC.



Republic of the Philippines
Province of Leyte



SANGGUNIANG PANLALAWIGAN

PURSUANT TO SP RESOLUTION NO. 2023-443, this

Certificate of Accreditation

is awarded to

**LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND
MANAGEMENT OFFICERS (LEADRRMO) INC.**

Leyte Provincial Government Complex, Palo, Leyte

for having satisfactorily complied with the requirements for accreditation as specified in the Local Government Code of 1991 and as promulgated in DILG Memorandum Circular No. 2022-083 dated June 15, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Sangguniang Panlalawigan, Province of Leyte, to be affixed herein this September 19, 2023, at the Leyte Provincial Government Complex, Palo, Leyte, Philippines.

HON. LEONARDO M. JAVIER, JR.
Vice Governor/Presiding Officer



Province of Leyte
Office of the Provincial Government
P.O. Box 1000
Tacloban City



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

EXCERPTS FROM THE MINUTES OF THE 59th REGULAR SESSION OF THE SANGGUNIANG PANLALAWIGAN OF LEYTE CONDUCTED AT THE SESSION HALL, LEYTE PROVINCIAL GOVERNMENT COMPLEX, PALO, LEYTE ON SEPTEMBER 19, 2023.

RESOLUTION NO. 2023-443

A RESOLUTION APPROVING THE APPLICATIONS FOR ACCREDITATION OF THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS INC. (LEADRRMO) AND THE COUNCIL OF DEANS AND EDUCATORS IN BUSINESS (CODEB) - EASTERN VISAYAS, INC. AS NON-GOVERNMENTAL ORGANIZATIONS IN THE PROVINCE OF LEYTE.

WHEREAS, submitted to the August body are requests from the following organizations for accreditation as non-governmental organizations in the Province of Leyte, to wit:

1. Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO) with address at the New Leyte Provincial Capitol Complex, New By Pass Road, Brgy. Guindapunan, Palo, Leyte;
2. Council of Deans and Educators in Business (CODEB)- Eastern Visayas, Inc. with address at Ground Floor, Room 1, La Prasa Bldg., Zamora St. Brgy. 16, Tacloban City;

WHEREAS, pursuant to Section 108 of the Local Government Code of 1991 in relation to Article 64 of its Implementing Rules and Regulations, the local Sanggunian concerned shall accredit non-governmental organizations, subject to such criteria as may be provided by law;

WHEREAS, the August Body, upon evaluation of the applications for accreditation, finds the Organizations above-mentioned, to be in conformity with existing laws, rules and regulations;

NOW, THEREFORE, on omnibus motion presented by Atty. Carlo P. Loreto, duly seconded by Atty. Rannan Christian M. Repasar, be it

RESOLVED, AS IT IS HEREBY RESOLVED, TO ACCREDIT THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO) INC. AND THE COUNCIL OF DEANS AND EDUCATORS IN BUSINESS (CODEB) - EASTERN VISAYAS, INC. AS NON-GOVERNMENTAL ORGANIZATIONS IN THE PROVINCE OF LEYTE, SUBJECT TO APPLICABLE LAWS, RULES AND REGULATIONS.

over-

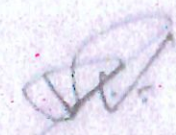
Form 75 - Resolution of the Provincial Board of Leyte
approving the appointment of the Provincial Board of
Education (PROB-ED) in the Province of Leyte

Approved unanimously.

I HEREBY CERTIFY to the correctness of the foregoing resolution.


FLORINDA J. ALAYVICO
Secretary to the Sanggunian

ATTESTED:


HON. LEONARDO M. JAVIER, JR.
Vice Governor/Presiding Officer

Copy Furnished:

1. Leyte Association of Disaster Risk Reduction and Management Officers (LEADRMO)
Leyte Provincial Government Complex
New By Pass Road, Brgy. 13 Indapunan, Palo, Leyte
2. Council of Deans and Educators in Business (CODEB)- Eastern Visayas, Inc.
Ground Floor, Room 1, La Rica Bldg.
Zamora Street, Brgy. 16
Tacloban City



**STRONGER
TOGETHER**



**SAFER
COMMUNITIES**



**RESILIENT
LEYTE**



**COMMITTED
TO EXCELLENCE**

LIST OF OFFICERS

LEYTE ASSOCIATION OF DISASTER RISK
REDUCTION AND MANAGEMENT OFFICERS, INC.



UNITED IN SERVICE.
STRONGER IN ACTION.
RESILIENT LEYTE.





OFFICERS:

JAYVON D. ARCIPE

President
LGU-Tabango, Leyte

LEAH C. CAMINONG

Vice President
LGU-Dulag, Leyte

MA. THERESA P. PEREGRINO

Acting Secretary
LGU-Tabontabon, Leyte

ROBERTA L. OREL

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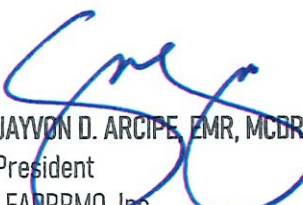
LIST OF OFFICERS

Name	Position	LGU
Jayvon D. Arcipe	President	Tabango, Leyte
Atty. Leah Caminong	Vice President	Dulag, Leyte
Ma. Theresa Peregrino	Acting Secretary	Tabontabon, Leyte
Roberta L. Orel	Treasurer	Jaro, Leyte
Engr. Rhyse M. Austero	Auditor	Baybay, City
Manuel L. Garduque	P.I.O.	Kananga, Leyte
Ricardo Alejo N. Mazo	Cluster 1 Representative	Tanauan, Leyte
Joeban R. Paza	Cluster 1 Representative	Buarauen, Leyte
Nelia T. Barredo	Cluster 2 Representative	Babatngon, Leyte
Cliff Errol P. Ripalda	Cluster 2 Representative	Alangalang, Leyte
Engr. Arvin R. Cueva	Cluster 3 Representative	Villaba, Leyte
Christopher Montebon	Cluster 3 Representative	Palompon, Leyte
Engr. Rudel P. Escolano	Cluster 4 Representative	Matalom, Leyte
Erik V. Barcelo	Cluster 4 Representative	Abuyog, Leyte

Prepared by:


Ma. Theresa P. Peregrino
Acting Secretary
LEADRRMO, Inc.

Approved by:


JAYVON D. ARCIPE, EMR, MCDRM
President
LEADRRMO, Inc.



MINUTES OF MEETING

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO), INC. 1ST QUARTER MEETING

Date: March 13, 2026

Venue: Dagami, Leyte

Time Started: 10:00AM

Time Ended: 2:45PM

ATTENDANCE

Attendance of members and guests is reflected in the attached official attendance sheet provided by the Secretariat. The document includes the complete list of MDRRMOs, representatives from PDRRMO, and other affiliate members of LEADRRMO who were physically present during the meeting.

PRELIMINARIES

The meeting commenced with a solemn Opening Prayer, followed by the singing of the Philippine National Anthem.

These preliminary activities set the tone for the meeting, emphasizing unity, respect, and a sense of purpose among DRRM practitioners.

CALL TO ORDER

The Presiding Officer, Mr. Jayvon D. Arcipe, President of LEADRRMO, officially called the meeting to order.

The Secretariat provided a detailed report on the attendance. Out of the full membership, only nine (9) members were recorded absent, while the majority were present.

Having confirmed that the required number of attendees for a quorum was met, the President declared a quorum, allowing the meeting to proceed with its official business.

READING AND APPROVAL OF PREVIOUS MINUTES

The Acting Secretary reported that the 1st Quarter Minutes had been disseminated ahead of time through the association's official group chat. This allowed all members ample opportunity to review the content, suggest revisions, or raise concerns before the meeting.

During the session, Ms. Nelia T. Barredo, MDRRMO Babatngon, Leyte moved for the approval of the minutes. The motion was promptly seconded by Mr. Gabriel Ranil G. Moreno, MDRRMO Albueria, Leyte.



With no objections raised, the minutes of the previous meeting were unanimously approved.

Then the Presiding Officer requested the Acting Secretary to read the Agenda of the day:

1.

CALENDAR OF BUSINESS

A. UNFINISHED BUSINESS

1. Flood-S APP Discussion

The President reiterated that the Flood-S Application (APP)—a tool/software intended to support local flood monitoring and response—requires additional clarification and refinement.

Engr. Rommier Cotejar was identified as the lead presenter for this topic. However, due to time constraints and pending technical updates, detailed discussion was deferred for a later session. The members acknowledged the need for a clear demonstration and a complete overview before adoption and implementation across LGUs.

B. BUSINESS OF THE DAY

1. FINANCIAL STATUS REPORT

The Treasurer provided a comprehensive and updated financial report as of September 19, 2025. The summary is as follows:

- ✓ Cash in Bank: ₱552,087.06
- ✓ Collectibles from Trainings: ₱1,123,800.00
- ✓ Checks for Deposit: ₱366,000.00
- ✓ Cash on Hand (EOC Tolosa): ₱3,600.00
- ✓ Total Available Funds: ₱2,045,487.06

The Treasurer elaborated on the sources of funds, primarily consisting of training fees, annual membership dues, and other association-related income.

During the discussion, several challenges were highlighted:

Some LGUs are delayed in settling training fees and membership dues, affecting projected cash flow.

Funding constraints were noted, including difficulty in mobilizing resources for activities that require provincial-wide coordination.

Manpower limitations, particularly for LGUs with lean DRRM offices, hinder full compliance with association obligations and participation in DRRM programs.



Constraints in logistics, such as transportation and administrative support, also cause delays in execution of planned activities.

Members acknowledged the importance of strengthening financial management, ensuring timely submission of dues, and improving communication to address these issues

2. CLUSTER 3 PREPARATION FOR THE 3RD ANNUAL LEYTE DRRM CONVENTION

The body received updates regarding the much-anticipated 3rd Leyte DRRM Convention, scheduled on November 20–21, 2025, to be held at Sabin Resort Hotel. The event will carry the theme:

"United Action for a Safer and Resilient Province of Leyte."

The following details were presented:

a. Event Program and Flow

- **First Day**

- Morning Session: Attire is Modern Barong/Filipiniana

- Am Snacks

LEADRRMO Awards Ceremony, recognizing outstanding DRRM Officers, LGUs, and programs that have demonstrated exemplary performance and innovation.

Members were reminded to finalize and submit nominations and documentation requirements.

Afternoon Session:

A series of technical sessions and learning discussions led by national-level institutions including:

Commission on Audit (COA)

National Disaster Risk Reduction and Management Council (NDRRMC)

Philippine DRRM Offices (PhilDRRMO)

MDRRMO of Matag-ob for the Flood S App

Topics are expected to include DRRM governance, accountability, updated policies, and innovations in risk reduction.

The afternoon session is scheduled to end at 4:00 PM. Upon its conclusion, all participants will be guided to proceed with the hotel check-in to prepare for the succeeding activities of the convention.

Evening Program:

Fellowship Night, which aims to strengthen camaraderie, collaboration, and informal networking among DRRM Officers across Leyte.

The Cluster emphasized the importance of active participation and ensuring all LGUs are well-represented during the convention, considering its relevance to provincial DRRM strengthening.

The presiding officer ordered a brief suspension of the meeting to give due recognition to the arrival of the Municipal Mayor of LGU Abuyog, Hon. Lemuel Gin K. Traya. The Mayor proceeded to deliver his message to the assembly before the meeting resumed.



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Following his remarks, the Presiding Officer conveyed the Association's appreciation for the Mayor's continued support, particularly his generous contribution (30K) during the 2nd Annual Leyte DRRM Convention.

The organizers likewise prepared a series of events and raffle draws intended to enhance participant engagement and contribute to a more enjoyable and memorable convention experience.

- Second Day

- Preliminaries

- DRRMO Consultation and Dialogue/ Program Implementation Review 2025 at 8:30am to 11am

- Closing Message

In terms of participation, the committee projected approximately 85 attendees, following last year's turnout. To help sustain the financial requirements of the activity, a minimum solicitation amounting to ₱1,000 per LGU was recommended. For this year, the Association intends to expand engagement and is setting an aspirational target of 100 total participants.

- The raffle draw prizes for the event were announced as follows:

1st Prize: Laptop

2nd Prize: 60" Television

3rd Prize: Tablet

Consolation Prizes:

20 sacks of rice, 25 kg each

10 grocery bags containing assorted items

The body discussed the distribution and fundraising strategy for the upcoming convention. Each LGU is expected to contribute a minimum of three (3) booklets, priced at ₱1,000 per booklet. The total amount from the solicitation per LGU was approved by the members to help fund the event. Furthermore, the Presiding Officer expressed appreciation for Mayor Hon. Lemuel Gin K. Traya, who confirmed that he will again extend his donation in support of the Association's initiatives.

- During the discussion on the raffle draw prizes, Engr. Austero, CDRRMO of Baybay City, raised a clarification regarding the distribution of prizes. He emphasized that it would be fair if each participant is eligible to win only one prize. If a participant's name is drawn for multiple prizes, they can be allowed to choose the prize of higher monetary or material value. This ensures fairness and equitable distribution of raffle items among all attendees.

- The MDRRMO of Calubian suggested that all buyers of the raffle tickets should be properly informed about the raffle policy, particularly the rule that each participant may win only one prize and, if eligible for multiple prizes, they may choose the prize of higher value.

- The MDRRMO of San Isidro suggested that the raffle policy, including the rule that each participant may win only one prize and may choose the higher-value prize if



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eligible for multiple, should be printed on the back of each raffle ticket to ensure that all buyers are properly informed.

- The MDRRMO of Albueria suggested that, instead of giving sacks of rice as consolation prizes, cash equivalent be considered due to the weight and logistical challenges of transporting the rice.
- It was all noted and carried out.

3. OTHER MATTERS

Several important items were opened for discussion:

a. Implementation of Penalty for Absenteeism

The MDRRMO of Dagami raised the issue regarding the implementation of the penalty for absenteeism. The body revisited the Association's attendance policy and unanimously agreed on the strict enforcement of the ₱2,000 penalty for members who fail to personally attend or to send an authorized representative to official meetings without valid and justifiable reasons. This policy is intended to reinforce active participation, ensure consistent representation of all LGUs, and maintain the integrity and effectiveness of the Association's deliberations.

b. Christmas Incentive-in-Kind

During the discussion on member incentives, the MDRRMO of Tanauan suggested that it is appropriate at this time to request an allocation of funds for gifts from the Association to recognize active members, referred to as the Christmas Incentive-in-Kind. The body proposed awarding MERRELL shoes to qualified members as the incentive. Members qualifying as "active" will be determined based on their attendance at meetings, timely compliance with dues, and participation in official Association activities. The proposal received support and was formally seconded by the MDRRMO of Tolosa, Leyte. Furthermore, it was emphasized that the shoes should be priced at ₱6,000 or below, and that members should submit their required sizes as soon as possible via the Association's group chat to facilitate procurement.

LEADRRMO RESOLUTION NO. 6, s. 2025

A RESOLUTION REQUESTING THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS, INC. (LEADRRMO INC.) TO ALLOCATE FUNDS FOR THE PROCUREMENT OF CHRISTMAS GIFT- IN KIND (MERRELL SHOES) TO BE GIVEN TO ACTIVE MEMBERS OF THE ASSOCIATION

WHEREAS, LEADRRMO Inc. recognizes the importance of appreciating and acknowledging the active participation, dedication, and commitment of its members in advancing the objectives of the Association;

WHEREAS, the spirit of Christmas provides an opportune time to extend gratitude and foster camaraderie among members through the giving of gifts;

WHEREAS, the proposal to provide Christmas gifts-in kind, specifically Merrell Shoes, to active members of the Association serves as both a token of appreciation and an incentive for their continuous involvement in the programs and activities of LEADRRMO Inc.;



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WHEREAS, allocating funds for this purpose will not only strengthen unity within the organization but also uplift the morale of its members, thereby further motivating them to render service with enthusiasm and commitment;

NOW, THEREFORE, on motion of Mr. Rafael Vincent Mooney, Leyte PDRRMO, duly seconded by Mr. Joselito P. Labata, Tolosa DRRMO, it is hereby:

RESOLVED, as it is hereby resolved, to respectfully request the LEADRRMO Inc. to allocate funds for the procurement of Christmas gifts in kind (Merrell Shoes) to be given to the active members of the Association.

RESOLVED FURTHER, that a copy of this resolution be furnished to the Board of Directors and the Treasurer of LEADRRMO Inc. for their favourable consideration and appropriate action.

Approved unanimously.

- The MDRRMO of Matalom inquired about the provision of new shirts for the upcoming convention. The Presiding Officer clarified that the cost of the shirts is already included in the registration fees. Polo shirts will be provided for MDRRMOs, while T-shirts will be distributed to staff members.

c. Request for Official Jackets

The MDRRMO of Tolosa conveyed a request from the PDRRMO Leyte regarding the provision of official jackets for DRRM Officers across the province. This request aims to ensure uniformity, professional appearance, and easy identification of DRRM personnel during official activities and events.

LEADRRMO RESOLUTION NO. 5, s. 2025

A RESOLUTION REQUESTING THE HONORABLE GOVERNOR OF THE PROVINCE OF LEYTE, THROUGH THE PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (PDRRMO), TO PROVIDE OFFICIAL JACKETS FOR THE DIFFERENT DRRM OFFICERS OF THE PROVINCE OF LEYTE

WHEREAS, the Disaster Risk Reduction and Management (DRRM) Officers of the Province of Leyte play a vital role in ensuring preparedness, response, recovery, and mitigation in times of disasters and emergencies;

WHEREAS, the DRRM Officers, being at the frontline of service, represent their respective Local Government Units (LGUs) and the Province during official functions, activities, and operations;

WHEREAS, the provision of official jackets for the DRRM Officers will not only enhance their visibility and identification during operations, but will also promote unity, professionalism, and representation of the Province of Leyte;

WHEREAS, the official jackets will serve as a symbol of recognition and appreciation of the services rendered by the DRRM Officers in safeguarding the lives and properties of the people of Leyte;

NOW, THEREFORE, on motion of Mr. Joselito P. Labata, Tolosa DRRMO, duly seconded by all present, it is hereby:

RESOLVED, as it is hereby resolved, to respectfully request the Honorable Governor of the Province of Leyte, through the Provincial Disaster Risk Reduction and Management Office (PDRRMO), to provide official jackets for the different DRRM Officers of the Province of Leyte.

RESOLVED FURTHER, that a copy of this resolution be forwarded to the Office of the Provincial Governor, the Provincial Disaster Risk Reduction and Management Office (PDRRMO), and other concerned offices for appropriate action.



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Approved unanimously.

- CDRRMO of Baybay recommended that all newly installed MDRRMOs be formally introduced to the plenary at the convention. This measure aims to provide proper recognition, foster familiarity, and encourage collaboration among new and existing members of the Association.
- Following the recommendation to introduce newly installed MDRRMOs, the representatives from Albueria and San Isidro formally presented themselves to the plenary. This introduction provided an opportunity for the members to recognize the new officers, foster familiarity, and promote collaboration among all participants of the Association.
- The CDRRMO of Ormoc recommended that all concerned LGUs block the dates of the upcoming November convention to avoid scheduling conflicting trainings. This measure is intended to ensure maximum attendance and participation from all members.
- The MDRRMO of Matag-ob provided an update regarding the registration process for the upcoming 3rd Leyte DRRM Convention. Members were informed that the deadline for registration is set on or before the 3rd week of October. To facilitate timely registration, an online registration system has been made available for all participants. Furthermore, invitations and solicitation materials will be distributed to the LGUs and members immediately after the meeting to ensure smooth coordination and compliance with registration requirements.
- The MDRRMO of Sta. Fe inquired about the OCD Training priorities for 2026. The information is intended to help the Association align and adjust its own training schedule to complement and avoid conflicts with the OCD's priority programs.
- It was announced that the 4th Quarter Meeting of the Association will take place immediately after the conclusion of the afternoon activities during the 3rd Leyte DRRM Convention. The meeting will focus on key agenda items, including the presentation of priority trainings for 2026, which LGUs can formally request through LEADRRMO to the OCD. Additionally, the meeting will cover the presentation of updated guidelines and procedures for the Committee on Claims and Benefits, aiming to ensure uniform understanding and proper implementation across all LGUs.

LEADRRMO RESOLUTION NO. 7, s. 2025

A RESOLUTION DEFINING THE STATUS OF RESIGNED OR REPLACED DRRM OFFICERS IN RELATION TO THEIR MEMBERSHIP IN THE LEYTE ASSOCIATION OF DRRM OFFICERS (LEADRRMO), INC.

WHEREAS, the LEADRRMO, Inc. is an organization composed of duly designated and active DRRM Officers in the Province of Leyte, working collectively to enhance disaster preparedness, mitigation, response, and recovery;



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WHEREAS, it is imperative to establish clear guidelines on the treatment and status of members who have either voluntarily resigned from their DRRM Officer post or have been officially replaced by their respective Local Government Units (LGUs);

WHEREAS, the absence of a clear policy on this matter may lead to confusion in the recognition of active members, participation in programs and activities, and entitlement to association benefits;

NOW THEREFORE, on motion duly seconded, BE IT RESOLVED, as it is hereby resolved by the LEADRRMO, Inc. Board and General Assembly, that:

1. Resigned or Replaced DRRM Officers – Any member who has voluntarily resigned from their DRRM post or has been officially replaced by their LGU shall automatically cease to be an active member of LEADRRMO, Inc. effective immediately upon official notice of such resignation or replacement.
2. Succession of Membership – In cases where a DRRM Officer is replaced, the newly appointed DRRM Officer shall automatically assume and continue the membership status, obligations, and privileges of the former officer, provided that the appointment is duly recognized and endorsed by the concerned LGU.
3. Status in the Association – Former DRRM Officers shall be considered former members of the Association, and as such:

They shall no longer have voting rights or participation in association deliberations and activities reserved for active members.

They may be invited as resource persons or advisers, subject to the discretion of the Board, in recognition of their prior service and expertise.

4. Membership Privileges and Benefits – Former members shall not be entitled to membership benefits, privileges, or allocations intended solely for active members.
5. Reinstatement of Membership – In the event that a former member is reappointed or redeployed as a DRRM Officer by their LGU, said individual shall be automatically reinstated as an active member of LEADRRMO, Inc., with full rights and privileges restored, subject to official confirmation of designation.
6. Financial Obligations – Membership dues, contributions, and other financial obligations already paid by the former DRRM Officer shall not be refunded, but shall instead be credited to the succeeding DRRM Officer of the same LGU who assumes the membership.
7. Official Records – The Secretary shall maintain a roster distinguishing active members from former members, and ensure that records reflect the continuity of membership in cases of succession.

NOW, THEREFORE, on motion of Mr. Ricardo Alejo N. Mazo, Tanauan DRRMO duly seconded by Engr. Rhyse Austero, Baybay CDRRMO, it is hereby:

RESOLVED, as it is hereby resolved, to define the status of resigned or replaced DRRM Officers in relation to their membership in the Leyte Association of DRRM Officers (LEADRRMO), INC.

RESOLVED FINALLY that this Resolution shall take effect immediately upon approval and shall be incorporated into the Association's internal guidelines for membership and participation.

Approved unanimously.

- The MDRRMO of Sta. Fe inquired about the Executive ICS training, specifically whether the League of Municipalities of the Philippines (LMP) has already set a schedule for its conduct.



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- PLGOO and LMP still needs to discuss on the said training, per information from PDRRMO Leyte.
- During the meeting, the MDRRMO of Dagami, Leyte, announced that LGU Dagami will host the 1st Quarter LEADRRMO Meeting for 2026. He offered this advance sponsorship as a gesture of support and commitment, noting that he will be retiring later in the year. Members expressed appreciation for his generosity and dedication to the Association.

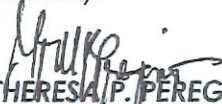
At the conclusion of the meeting, the Presiding Officer conveyed sincere appreciation to LGU Abuyog for graciously hosting the 3rd Quarter Meeting. Special recognition was given to the Mayor for his generosity and unwavering support, which contributed significantly to the successful conduct of the meeting and the smooth facilitation of the Association's activities.

VI. ADJOURNMENT

With no additional matters raised, the meeting was formally adjourned at 1:48 PM upon motion of MDRRMO Jaro and seconded by CDRRMO Ormoc.

The President thanked all members for their participation and encouraged continuous cooperation in all forthcoming activities, especially the preparations for the 3rd Annual Leyte DRRM Convention.

Prepared by:


MA. THERESA P. PEREGRINO
ACTING SECRETARY

Attested:


JAYVON D. ARCIFE, EMR, MCDRM
LEADRRMO PRESIDENT



MINUTES OF MEETING

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO), INC. 2ND QUARTER MEETING

Date: June 11, 2025

Venue: Holiday Plaza Hotel, Cebu City

Time Started: 3:10pm

Time Ended: 6:15pm

ATTENDANCE

See attached document.

PRELIMINARIES

Opening prayer and singing of the Philippine National Anthem were conducted.

CALL TO ORDER

The meeting was called to order by the Presiding Officer, Mr. Jayvon D. Arcipe, LEADRRMO President. Upon the announcement of the Secretariat regarding the attendance, it was confirmed that a majority of the members were present, with only six (6) members absent. The President then declared the presence of a quorum.

READING AND APPROVAL OF PREVIOUS MINUTES

The reading of the previous minutes followed. The Acting Secretary had sent the First Quarter Minutes in advance through the association's group chat to allow members time to review and provide any comments or suggested revisions. Subsequently, a motion for the approval of the previous minutes was raised by Mr. Ricardo Alejo N. Mazo, MDRRMO of Tanauan, Leyte, and was duly seconded by Mr. Gamaliel Roy Burgos, MDRRMO of Sta. Fe, Leyte.

CALENDAR OF BUSINESS

A. UNFINISHED BUSINESS

No unfinished business

B. BUSINESS OF THE DAY

1. REGIONAL RESCUE JAMBOREE 2025

1.1. Update from CDRRMO Baybay City, Leyte

The Presiding Officer requested Engr. Rhyse Austero, CDRRMO of Baybay City, Leyte, to provide updates on the aforementioned event.

1.2. Communication from OCD on RRJ 2025

Engr. Austero inquired if the body had received the official communication letter from the OCD regarding RRJ 2025. Some members confirmed receipt of the letter, while others, particularly certain LGUs, reported that they had not yet received it. He assured the body



52 that he would make a follow-up with OCD regarding the communication at the soonest
53 possible time.

54 1.3. Presentation of RRJ 2025

55 After the update, Engr. Austero presented the details of the RRJ 2025, as follows:

56

Regional Rescue Jamboree 2025

Eastern Visayas remains highly susceptible to various hazards, including typhoons, earthquakes, and human-induced risks, making disaster preparedness a critical priority for the region. Given its location in the Typhoon Belt and Pacific Ring of Fire, the region faces heightened exposure to both hydro-meteorological and geological threats. To address these challenges, the Office of Civil Defense (OCD) Region 8, as the operational arm of the NDRRMC, continues to implement strategic disaster risk reduction and management initiatives aimed at enhancing response capabilities and minimizing vulnerabilities.

One of OCD8's flagship programs is the Regional Rescue Jamboree (RRJ), an annual event designed to strengthen the preparedness and response competencies of accredited Emergency Response Teams (ERTs). Conducted in partnership with a Local Government Unit, the RRJ provides a platform for frontline responders to refine their knowledge and skills through immersive workshops, breakout sessions, and practical exercises. These activities focus on critical areas such as search and rescue operations, decision-making under pressure, and resource management. Additionally, the RRJ serves as a venue for inter-regional collaboration, allowing participants to exchange best practices and lessons learned, ultimately fostering a stronger and more connected network of responders.

This year, the RRJ will be conducted in partnership with the City of Baybay, a recognized LGU championing disaster resilience in the region. The event underscores the shared commitment of OCD8 and local governments to equip responders with the necessary expertise to effectively manage emergencies. By bringing together ERTs, local officials, and disaster risk reduction stakeholders, the RRJ continues to contribute to the overarching goal of building safer, more resilient communities across Eastern Visayas.

PROGRAM OF ACTIVITIES

DAY 0 - 13 July

- Check-in
- Arrival and Registration of SMEs and Participants
- Briefing/Orientation of Team Leaders

DAY 1 - 14 July

- Eucharistic Celebration
- Motorcade
- Opening Program
- DRRM Summit
- Lecture Series / Breakout Session
- Welcome Night / Mayor's Night

DAY 2 - 15 July

- Morning Fitness
- Environmental Awareness Activity: Coastal Clean-up / Scubasurero
- Continuation of Lecture Series/ Breakout Sessions
- Congressman's Night

DAY 3 - 16 July

- Morning Fitness / Rescue Walk
- Environmental Awareness Activity: Tree Planting
- Continuation of Lecture Series/ Breakout Sessions

DAY 4 - 17 July

- Morning Fitness
- Continuation of Lecture Series/ Breakout Sessions
- Return Demonstration / Functional Exercise
- Preparation for Rescue Challenge

DAY 5 - 18 July

- Morning Fitness
- Rescue Challenge
- Closing and Awarding Ceremony
- Fellowship Night

DAY 6 - 19 July

- Demobilization
- Post-Implementation Evaluation

REGISTER NOW





Republic of the Philippines
Province of Leyte
LEYTE ASSOCIATION OF DRRMOs INC.



VENUE

Binaybayon
Convention Center,
Baybay City, Leyte



DURATION

13-19 July 2025
(Inclusive of Travel Time)

PARTICIPANTS

- Local DRRM Officers
- Emergency Response and Rescue Teams (Province / City / Municipality) from Region 8 and other participating regions
- National Government Agencies Rescue Teams

RESCUE CHALLENGE CATEGORIES

- Men-in-Uniform (MIU) / National Government Agencies (NGAs)
- Province ERTs / HUC
- 1st and 2nd Class LGUs / Component Cities
- 3rd and 4th Class LGUs

Contact Us

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regionalrescuejamboree2025@gmail.com

Regional Rescue Jamboree 2025

LECTURE SERIES

Air-to-Ground Operations Seminar
AOCSS Training - TOG6-PAF

Collapsed Structure Search and Rescue
CSIR - c/o 53rd EDB, PA and 546 ECE, PA

High Angle and Rope Rescue
BFPB

Water Search and Rescue
BFPB

Mountain Search and Rescue: Map Reading and Land Navigation
505th SNG, PAF

Interoperability in Radio Communications
DICTS

Basic Explosive Ordinance Disposal for First Responders
PNP - EOD - K9 Group

Safety Motorcycle Riding Course for First Responders
PNP - R1-PUS

Trauma Care
Doc Ted Eguserra

Hazardous Materials Awareness
BFPB



Office of Civil Defense - Eastern Visayas
in partnership with the City of Baybay

Regional Rescue Jamboree 2025
13-19 July 2025



- The event expects around 1,200 participants coming from different LGUs across Eastern Visayas, as well as interested delegates from other regions.
 - While primarily a regional jamboree for Eastern Visayas, participation is also open to groups outside the region who expressed interest in joining.
 - The Command Conference of the Office of Civil Defense (OCD) will likewise be held in Baybay City during the same period, in line with the RRJ 2025 activities.
 - The Command Conference will be attended by Regional Directors, Assistant Regional Directors, and their respective staff.
 - Some MCDRM graduates will also grace the event and take the opportunity to explore Baybay City.
 - Upon registration, participants will be provided with a location map for tent setup and meal stubs for the food sponsored by the host.
- 1.4. Participation in RRJ 2025
- The Presiding Officer then asked the body to confirm which LGUs and representatives would be joining the Rescue Jamboree in Baybay City. The following LGUs confirmed their attendance: Hilongos, Matalom, Albueria, Tolosa, Alangalang, Matag-ob, Tanauan, Capoocan, Sta. Fe, Jaro, and Tabontabon, Leyte.
 - The Presiding Officer also asked Engr. Austero if an Incident Management Team (IMT) had already been identified for the event. Engr. Austero responded that, since he was given the authority to select the Regional IMT, he chose the team from the pool of cadres of LEADRRMO as well as from their local IMT, citing the existing trust and confidence in their capability to handle the task.
 - A manifestation was made by MDRRMO Tolosa, emphasizing that even if not all municipalities will actively participate in the rescue challenges, all 41 municipalities of the Province of Leyte should extend their all-out support to the host, the City of Baybay. This manifestation was agreed upon by almost all members present.



1.5. Composition of Rescue Teams

- Mr. Mooney from PDRRMO Leyte discussed the possible composition of another 15-man team and an 8-man team category for the event, subject to the agreement of the body.
- Before proceeding with his proposal, he extended his congratulations to the LEADRRMO 15-Man Team for winning the Rescue Challenge held in Sogod, Southern Leyte last year.
- He explained that the reason for composing new sets of teams for both categories is the possibility of a rescue challenge participated in by provinces, similar to what transpired during the RRJ 2024.
- The lead convenors of last year's team were then mentioned and were tasked by the Presiding Officer to take charge of composing the new set of teams. These convenors came from the following LGUs: Tolosa, Tanauan, Hilongos, Matag-ob, Julita, San Miguel, Alangalang, Jaro, Capoocan, and Tabontabon.
- As the defending champion from last year, the body emphasized the need to raise the flag for Team LEADRRMO by forming a team that will give their best in all the challenges.
- It was further stressed that if there is a need for new uniforms, additional trainings, or practice sessions, the body must act as soon as possible to ensure preparedness.
- The body also suggested that, for this year, funds may be allocated in support of the team as a form of incentive.
- Mr. Mooney motioned that Mr. Joselito Labata, MDRRMO of Tolosa, Leyte, should serve as the Over-all Team Manager for the new teams to be composed. The motion was seconded by Mr. Ricardo Alejo N. Mazo, MDRRMO of Tanauan.

• **LEADRRMO RESOLUTION NO. 1 s. of 2025**

A RESOLUTION DESIGNATING MR. JOSELITO LABATA AS THE OVER-ALL TEAM MANAGER FOR THE NEWLY COMPOSED TEAMS FOR RRJ 2025

WHEREAS, there is a need to designate a competent and reliable individual to serve as the Over-all Team Manager for the new teams to be composed;

WHEREAS, Mr. Joselito Labata has been identified as qualified and capable of performing the duties and responsibilities attached to said position;

NOW THEREFORE, on motion of Mr. Rafael Vincent Mooney of Leyte PDRRMO, duly seconded by Mr. Ricardo Alejo N. Mazo, Tanauan DRRMO, be it:

RESOLVED, that Mr. Joselito Labata is hereby designated as the Over-all Team Manager for the newly composed teams for RRJ 2025.

RESOLVED FURTHER, that the Secretariat be directed to furnish copies of this resolution to all concerned offices and individuals for their information, guidance, and appropriate action.

APPROVED this 11th day of July 2025 at Cebu, City.

Mr. Rogel Sarigumba inquired whether DRRMOs from outside the region would be allowed to participate in the Rescue Challenge together with the other teams.



Engr. Austero informed the body that this year's Rescue Challenges will be different from last year's format. It was also clarified that there will be a separate challenge organized for participants coming from outside the region.

For any concerns regarding the RRJ 2025 team composition and related matters, the body was advised to contact the MDRRMO of Tolosa, Leyte or any of the designated team managers.

2. RESCUELYMPICS 2025

- Mr. Mooney from PDRRMO Leyte informed the body that the schedule for the Rescue Olympics is tentatively set on August 18–22, 2025.
- The given dates already include Day 0 and Day Out, while the actual challenges will be conducted within 3 days only.
- He further reported that, based on records gathered through Google Forms, only a few LGUs have so far signified their participation in the event. He encouraged all LGUs of the Province of Leyte to actively participate so as to check on the numbers and its budget.
- The body raised a concern regarding the budget for the Rescuelympics 2025, as the event was not included in the LDRRMFIP for CY 2025.
- Mr. Gamaliel Roy Burgos motioned to request the Honorable Governor of Leyte to shoulder the logistical needs of participants from all LGUs, which was unanimously seconded by the body.

LEADRRMO RESOLUTION NO. 2, s. 2025

A RESOLUTION RESPECTFULLY REQUESTING THE PROVINCIAL GOVERNMENT OF LEYTE, THROUGH THE HONORABLE GOVERNOR CARLOS JERICO L. PETILLA TO SHOULDER THE LOGISTICAL REQUIREMENTS, SPECIFICALLY THE FOOD PROVISION FOR PARTICIPANTS, FOR THE UPCOMING 2025 LEYTE RESCUELYMPICS TO BE HELD IN AUGUST 2025, IN VIEW OF THE UNAVAILABILITY OF FUNDS FROM THE LOCAL GOVERNMENT UNITS AND THE EXCLUSION OF THE ACTIVITY IN THE APPROVED LOCAL PPAs

WHEREAS, the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. is an organization composed of DRRM Officers from the different cities and municipalities of the Province of Leyte committed to promoting disaster preparedness, coordination, and capacity-building among LGUs;

WHEREAS, the upcoming 2025 Leyte Rescuelympics scheduled in August 2025 is an essential capacity enhancement activity that aims to improve the knowledge, skills, and coordination of local responders and DRRM personnel in the province;

WHEREAS, said activity serves as a venue for camaraderie, sharing of best practices, and fostering disaster-resilient communities through simulation of emergency response scenarios;

WHEREAS, various Local Government Units (LGUs) have expressed their strong desire to participate but are hindered by financial constraints, specifically due to the non-inclusion of the Leyte Rescuelympics in their approved Calendar Year 2025 Programs, Projects, and Activities (PPAs) and the lack of available local funds;

WHEREAS, the success of the 2025 Leyte Rescuelympics highly depends on adequate logistical support, particularly the provision of food for participants,



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which is critical to ensure active involvement and optimal performance of the teams;

NOW, THEREFORE, on motion of Mr. Gamaliel Roy E. Burgos, Sta. Fe DRRMO duly seconded by all present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED, that the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. respectfully requests the Provincial Government of Leyte, through the Honorable Governor Carlos Jericho L. Petilla, to provide financial assistance or allocate resources to cover the logistical requirements, particularly food provision, for participants of the 2025 Leyte Rescuelympics;

RESOLVED FURTHER, that a copy of this resolution be forwarded to the Office of the Provincial Governor, the Provincial Disaster Risk Reduction and Management Office (PDRRMO), and other concerned offices for appropriate action.

Approved unanimously.

- Hoping this resolution will answer the issue on the logistical needs of all LGUs concerned.
- 3. Georisk & REDAS Training**
- Engr. Rommier Nickol Cotejar raised a query regarding the Georisk and REDAS Training.
 - He shared that upon communicating with the agency in charge, he was informed that the conduct of the training should be together with other DRRMOs.
 - He further emphasized that such trainings are part of the Gawad Kalasag indicators and would be highly beneficial. Thus, he formally proposed the matter to the Presiding Officer for consideration.
 - The tentative schedules provided for the training are July 8–11, 2025 and August 11–15, 2025, with the program designed as a 2-day training only. The expected outcome is that participants will be given a Georisk PH account, enabling access to all its tools, including mapping, geo-analytics, and related applications. For example, if LGUs update their maps through Georisk, the agency will also be able to monitor and validate the updates.
 - The Presiding Officer asked the body if they were willing to attend this type of training. Almost everyone expressed support; however, the body noted that the proposed schedules conflict with already lined-up activities.
 - As an alternative, the body suggested sticking to the original schedule in November 2025, to be facilitated through LEADRRMO with proper registration. The proposed venue will be in Ormoc City, as this was the majority preference.
- 4. 1st National Congress of LDRRMOs**
- The body was informed about the upcoming 1st National Congress of Local Disaster Risk Reduction and Management Officers (LDRRMOs).
 - The main purpose of attending the said congress is to tackle the long-overdue draft Magna Carta for DRRMOs intended for the 20th Congress.
 - The body commended the efforts of the different associations behind this important initiative.
 - A total of 16 LGUs confirmed their attendance to the said congress.
 - For details regarding dates of travel and billeting arrangements, the body was advised to coordinate with Ms. Peregrino.



5. Upcoming Trainings

- The body was informed of the planned upcoming trainings under LEADRRMO:
 - ✓ IPICS Training Batch 1 – June 9-13, 2025 with LGU of Julita & Villaba
 - ✓ IPICS Training Batch 2– June 23-27, 2025 with LGU of Sta Fe, Tabontabon, Salcedo & Palo
 - ✓ PSCP Training – July 14-18, 2025 with LGU of Sta Fe, Dulag, Mac Arthur, Jaro, Palo, Dagami & Capoocan
 - ✓ PDANA - July 14-18, 2025 with LGU of Sta Fe, Jaro, Abuyog, Julita, Mayorga, Villaba & Dagami
 - ✓ CP ToT – August 12-15, 2025 participants are from LGU of Pastrana, Palo, Dulag, Julita, Carigara, Alangalang, Babatngon, Jaro, Tabontabon, Sta Fe, Calubian, Merida, Albueva, Villaba, Matag-ob, Baybay, Hilongos & Abuyog. (Julita, Calubian, Albueva cancelled their slots and was given to Dagami, Pastrana & Abuyog)
 - ✓ PSCP Batch 2- September 1-5, 2025 with LGU Julita
 - ✓ PSCP Batch 3- September 15-19, 2025 request for reschedule to August 25-29, 2025 with LGU Merida to be consulted with OCD first
 - ✓ RDANA Batch 3 – October 7-10, 2025 with LGU Pastrana, Abuyog, Villaba, Matalom, Julita & Calubian
 - ✓ Trainings for request – ICS Executive Course, ICS 3 for Javier, BICS for Matalom & Abuyog; PSCP for Matag-ob needs to coordinate with LGU Julita & Merida for the schedule

6. Other Matters

6.1. Upcoming LEADRRMO Trainings / DRRM Plan Review

- Ms. Villasin from Leyte PDRRMO informed the body about the upcoming review of the DRRM Plans by the Provincial Review Team scheduled by mid-September 2025.
- She noted that there are 22 LGUs with DRRM Plans set to expire this year, and these will be prioritized for review and updating.
- The Presiding Officer suggested that the 22 LGUs concerned should create a group chat to help facilitate and properly accommodate the scheduling of their DRRM Plan reviews.

6.2. FLOOD – S App

- The body was briefed on the Flood S Application, a tool designed to assist LGUs in monitoring, reporting, and managing flood-related incidents.
- This is to be discussed further on the next quarter meeting.

6.3 Financial Update from the Treasurer

- Mandatory Obligations
- Membership Fee 2023 – 1K all members has paid already
- Annual Dues 2024 – LGU of Tanauan, Burauen, Leyte, San Miguel, Hindang, Bato & Pastrana
- Annual Dues 2025-
- The body was informed that the overall total fund collected from membership and annual dues amounted to ₱202,500, of which ₱195,000 has already been remitted to the Presiding Officer.
- It was proposed to open a separate account for the annual dues, which will be intended exclusively for the benefits and claims of the members of the association.
- The body was also informed that another existing account with LandBank is already being maintained, which is intended for LEADRRMO trainings.
- In order to properly process the claims of members, the body agreed on the need to create a committee that will handle and oversee these matters.

• LEADRRMO RESOLUTION NO. 3, s. 2025



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A RESOLUTION APPROVING THE GRANT OF RETIREMENT BENEFITS (PHP 20,000.00 CASH AND 18K GOLD MEMORABILIA RING) TO RETIRED ACTIVE MEMBERS OF THE LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO), INC. IN RECOGNITION OF THEIR INVALUABLE SERVICE AND COMMITMENT TO DISASTER RISK REDUCTION AND MANAGEMENT IN THE PROVINCE OF LEYTE

WHEREAS, the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. is an organization dedicated to promoting disaster preparedness, response, recovery, and mitigation among local government units (LGUs) in the Province of Leyte;

WHEREAS, several LEADRRMO members have reached the mandatory retirement age or have voluntarily retired from government service after years of exemplary and dedicated service in the field of disaster risk reduction and management (DRRM);

WHEREAS, these retired members have contributed significantly to the advancement of DRRM programs in their respective LGUs and have actively participated in the association's initiatives and activities, thereby shaping a culture of resilience and preparedness across the province;

WHEREAS, the association acknowledges the need to express appreciation and honor the legacy of these members through the provision of retirement benefits or token honoraria, as a gesture of gratitude and respect for their loyal service;

WHEREAS, the LEADRRMO, Inc., subject to availability of association funds and in accordance with its financial guidelines, deems it proper to allocate an amount for this purpose;

NOW, THEREFORE, on motion of Mr. Noel I. Almerino, Dagami DRRMO, duly seconded by Mr. Michael M. Castillo, Pastrana DRRMO be it:

RESOLVED, AS IT IS HEREBY RESOLVED, that the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. approves the granting of retirement benefits (Php 20,000.00 cash and 18k gold memorabilia ring) to retired members of the association;

RESOLVED FURTHER, that a Committee on Claims and Benefits shall be formed to draft the guidelines for the implementation of this resolution, including but not limited to eligibility, and process of disbursement.

RESOLVED FINALLY, that this resolution be included in the official records of the association and be disseminated to all active members and concerned parties for proper information and reference.

- Approved unanimously.
- **LEADRRMO RESOLUTION NO. 4, s. 2025**

A RESOLUTION APPOINTING MR. ROGEL SARIGUMBA (CAPOOCAN DRRMO), MR. GAMALIEL BURGOS (STA FE DRRMO) AND MR. O'NEAL OPINIANO (JULITA DRRMO) AS



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MEMBERS OF THE COMMITTEE ON CLAIMS AND BENEFITS OF THE LEADRRMO, INC., AND
DEFINING THEIR DUTIES AND FUNCTIONS THEREOF

WHEREAS, the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. recognizes the need to establish a Committee on Claims and Benefits to manage and oversee matters relating to the welfare of members, including retirement honoraria, financial assistance, death or medical claims, and other similar benefits;

WHEREAS, the appointment of reliable and capable members to this committee is vital to ensure transparency, accountability, and efficient processing of claims and benefits;

WHEREAS, the DRRM Officers of the Municipalities of Julita, Capoocan, and Sta. Fe have consistently demonstrated integrity, commitment, and active participation in the programs and initiatives of the Association;

NOW, THEREFORE, on motion of Mr. Rafael Vincent Mooney, PDRRMO Leyte duly seconded by Mr. Cliff Errol P. Ripalda, Alangalang DRRMO be it:

RESOLVED, AS IT IS HEREBY RESOLVED, that the LEADRRMO, Inc. hereby appoints MR. ROGEL SARIGUMBA (CAPOOCAN DRRMO), MR. GAMALIEL BURGOS (STA FE DRRMO) AND MR. O'NEAL OPINIANO (JULITA DRRMO) as members of the Committee on Claims and Benefits of the Association;

RESOLVED FURTHER, that the following duties and functions shall be assigned to the Committee on Claims and Benefits:

1. Formulate and recommend policies, guidelines and system for the processing and granting of claims and benefits to LEADRRMO members;
2. Review and evaluate all applications for retirement honoraria, medical assistance, death assistance, and other related claims;
3. Ensure completeness and authenticity of documentary requirements submitted by claimants;
4. Recommend the approval or disapproval of claims to the Board of Officers based on established policies;
5. Maintain a record of all claims processed and benefits granted for monitoring and transparency;
6. Coordinate with the Treasurer and Auditor of LEADRRMO, Inc. for the proper disbursement and liquidation of funds related to claims and benefits;
7. Submit quarterly reports to the President and Board on the status of claims and benefits received and processed;
8. Uphold confidentiality, fairness, and objectivity in all matters related to member claims and welfare.

RESOLVED FINALLY, that copies of this resolution be furnished to the newly appointed committee members and be included in the official records of the Association for proper guidance and implementation.

Approved unanimously.

6.4. Issues and Concerns on Members' Attendance

- The body raised issues and concerns regarding members who are frequently absent during meetings.



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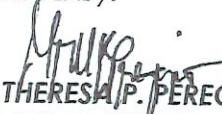


- It was agreed that the cluster representative should be responsible for monitoring and reminding their cluster members regarding their obligations, particularly in terms of attendance during meetings, as well as the payment of membership and annual dues.
- 3rd Quarter Meeting will be hosted by LGU Abuyog Leyte.

ADJOURNMENT

The meeting was adjourned at 6:15pm upon motion of Michael Castillo, MDRRMO Pastrana and seconded en masse.

Prepared by:


MA. THERESA P. PEREGRINO
ACTING SECRETARY

Attested:


JAYVON D. ARCIRE, EMR, MCDRM
LEADRRMO PRESIDENT



MINUTES OF MEETING

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO), INC.

Date: February 21, 2025

Venue: Leyte Provincial Government Complex Multipurpose Hall, Guindapunan, Palo, Leyte

Time Started: 10:00 AM

Time Ended: 1:32PM

ATTENDANCE

See attached document.

PRELIMINARIES

Opening prayer and singing of the Philippine National Anthem were conducted.

CALL TO ORDER

The meeting was called to order by the Presiding Officer, Jayvon D. Arcipe, LEADRRMO President, With the announcement of the secretariat as to the attendees, and after ascertaining that majority of its members are present, the President then declared the presence of a quorum.

READING AND APPROVAL OF PREVIOUS MINUTES

Motion was raised by Ma. Theresa Peregrino, MDRRMO Tabontabon to dispense the reading of Minutes of the previous Meeting considering that it was presented in the group chat by the Secretary prior the current meeting. Seconded en masse.

PRESENTATION AND APPROVAL OF THE AGENDA

Before the presentation and approval of the agenda, Engr. Arvin Monge delivered his welcome message.

Thereafter, the President presented the following agenda for the day's business:

1. LEADRRMO Trainings for CY 2025
2. 1st Leyte DRRM Rescue Olympics
3. 1st LEADRRMO Cup
4. Other Matters

CALENDAR OF BUSINESS

A. UNFINISHED BUSINESS

No unfinished business

B. BUSINESS OF THE DAY

1. LEADRRMO Training CY 2025

- The body was advised by President Jayvon D. Arcipe that issues arose during the scheduling process for desired trainings in coordination with the Office of the Civil Defense.
- Nonetheless, the requested training program was fulfilled and the dates were provided.
- In addition, some MDRRMOs submitted training slots but did not proceed. Confirmation of slots was badly needed in order to push through the trainings.



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61 ➤ OCD APPROVED DRRM requested trainings from February to August 2025 was
62 presented by Mr. Arcipe.
63

	Name of Trainings	Beneficiaries	Date	REMARKS
1	Basic Incident Command System Training Course Batch 1	Kananga, San Isidro, Jaro	February 11-14, 2025	
2	Emergency Operations Center Training Course (APB)	OPEN	February 18-21, 2025	Cost Sharing with OCD (Waiting for the confirmation of Julita)
3	Basic Incident Command System Training Course Batch 2	Hindang, Inopacan, Matag-ob, Pastrana 2, Jaro 2, Palo 7, Alangalang 3, Lawaan 3 & Inopacan 2	February 25-28, 2025	CONFIRMED
4	Basic Incident command System Training Batch 3	Alangalang	March 3-7, 2025	CONFIRMED
5	Basic Incident Command System Training Course Batch 4	Sta Fe, Macarthur, Dulag, Tabontabon, Barugo, Merida	March 11-14, 2025	CONFIRMED
6	LDRRM Plan Training of Trainer	Dulag 1, Abuyog 1, Albueria 1, Capocan 2, Babatngon 1, Merida 1	March 31 to April 4, 2025	CONFIRMED
7	Emergency Operations Center Training Course Batch 1	Julita, Albueria, Dagami 20, Mayorga 2, Tunga 2, Carigara 3, Abuyog 5, Sulat 1, Jipapad 2, Artech 1, Guilan 5	March 25-28, 2025	CONFIRMED
8	Emergency Operations Center Training Course Batch 2	Alangalang, Sta Fe 5, Baybay 2 & Villaba 13	April 1-4, 2025	CONFIRMED
9	Emergency Operations Center Training Course Batch 3	Tabontabon, San Isidro, Jaro, Mahaplag, Albueria, Matalom & Palo	April 8-11, 2025	CONFIRMED
10	CBDRRM Training	OPEN (Leyte and Biliran) CARigara 10, Mayorga 3, Sta Fe 5 & Villaba 2	April 8-11, 2025	Cost Sharing with OCD
11	LDRRM Plan Training Course	Dagami 20	April 22-25, 2025	13 slots for LEADRRMO/Province of Leyte CONFIRMED
12	Rapid Damage Assessment and Needs Analysis Training Course Batch 1	Dulag, Albueria, Inopacan, Calbiga 10, Calcedo 7, Catbalogan 7 Villaba 3, Guilan 5, Albueria 3 & Baybay 4	April 28-May 1, 2025	CONFIRMED
13	Rapid Damage Assessment and Needs Analysis Training Course Batch 2	Matag-ob 10, Dulag 12, Jaro 6, Mahaplag 7, Inopacan 5, Merida 7 & Mayorga 5	May 27-30, 2025	CONFIRMED
14	Integrated Planning on ICS Training Course Batch 1	Julita 40, Matag-ob 2 & Salcedo 3	June 9-13, 2025	CONFIRMED
15	Public Safety Continuity Plan Training Course Batch 1	Sta Fe 10, Alangalang 5, Dulag 3, Macarthur 2, Jaro 6, PDRRMO 2, Palo 3, Tabon 2, Villaba 5, & Matalom	July 16-20, 2025	Cost Sharing with OCD CONFIRMED
	Public Safety Continuity Plan Training Course Batch 2	Julita 40		CONFIRMED
	Public Safety Continuity Plan Training Course Batch 3	Merida 40		CONFIRMED
16	Integrated Planning on ICS Training Course Batch 2	Sta Fe 5, Tabontabon 20, Salcedo 15 & Palo 5	June 23-27, 2025	CONFIRMED
17	Post Disaster Needs Analysis Training Course	Sta Fe 5, Jaro 8, Dagami 10, Abuyog 12, Dulag 3, Julita 10, Baybay 5 & Villaba 5	July 14-18, 2025	CONFIRMED
18	ICS Executive Course	Leyte LGUs	July 11, 2025	c/o Provincial Office of Leyte
19	Contingency Plan Training of Trainer	For Raffle	August 12-15, 2025	13 slots for LEADRRMO/Province of Leyte CONFIRMED

64 ➤ Venue of all these trainings is in Haiyan Hotel And Resort except for Alangalang, Leyte



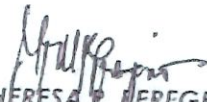
- Venue for those training with cost sharing with OCD will be announced.
 - Communication letter will be sent the following week.
 - Pres. Arcipe asked for any comments, reactions or any suggestions on the above-mentioned agenda, hearing none, so it was carried out.
- 2. 1st Leyte DRRM Rescue Olympics**
- Rafael Vincent Mooney from PDRRMO informed the body that the tentative schedule for the Rescue Olympics will be on August 24-29, 2025.
 - It will start on a Sunday at its venue Camp Site Lagoon Area, Palo Leyte
 - He then presented the mechanics thru a video presentation.
 - Participants are all from MDRRMOs.
 - Online registration will start on March 2025 and ends on May 2025.
 - MDRRM Officer of Dagami & Julita, suggested for clustering of participants from nearby LGUs if possible.
 - LDRRMO of Babatngon raised her concern on the design of the obstacles that it might be patterned with the military. Most of the trainings are done by PDRRMO and some are scout rangers.
 - Said activity are purely competition and no trainings.
 - Everyone are requested to attend during the opening ceremony of said Olympics and will go back on the day of scheduled completion.
 - Some requested to come up with activities in between or during buffer time.
 - LDRRMO of Julita requested that the requirements be posted earlier, if possible.
 - PDRRMO advised everyone to attend the Zoom Meeting for the presentation of mechanics and minimum requirement.
 - Zoom meeting will be on the 2nd week of March, tentatively.
 - On the participants of every LGUs, volunteers are allowed but they should not come from BFP & PNP and should be from AOR only.
 - MEETING was temporarily put on hold for Lunch Break at 12:00nn.
 - MEETING resumed at 1:00pm.
- 3. 1st LEADRRMO Cup Tournament 2025**
- There are eight (8) teams who have signified to join the tournament.
 - It will be held in Jaro Leyte
 - Starts on March 8, 2025, opening salvo.
 - Letter Request from association is needed for the usage of Jaro Municipal Gym.
 - The tournament is a Single Elimination – single round robin type.
 - March 15 is the championship; everyone is enjoined to watch.
- 4. LEADRRMO AWARDING CY 2025**
- Deadline for the Annual Dues was announced on March 31, 2025.
 - Second Quarter meeting will be held at LGU Inopacan tentatively on June 20, 2025.
 - Pres. Arcipe presented again the Criteria for the LEADRRMO awarding for 2025.
 - LEADRRMO AWARDS per agreement during the 3rd Quarter Meeting at Babatngon Leyte; awards are based on the Attendance of Meetings, DRRM-related awards & recognitions (SGLG, GK, Office Performance and the likes); contribution to the association thru trainings and payment of annual dues.
 - A resolution was passed approving the criteria for LEADRRMO Awarding CY 2025 by City DRRMO of Baybay and was seconded by LDRRMO of Tanauan Leyte.
 - The body decided that comes 3rd quarter of this year, there will be an increase on the cash incentives for the LEADRRMO awards.
 - Annual dues are also allotted for the hospitalization and burial benefits among members & their families and maybe later on we can extend it for loans as well among members.
 - The percentage for the association receipts being used by LGUs has increased from 5% to 7%.
 - LDRRMO of Babatngon suggested to the body to buy for gavel hammer.



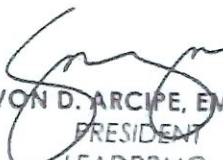
ADJOURNMENT

The meeting was adjourned at 1:32pm upon motion of Michael Castillo, MDRRMO Pastrana and seconded en masse.

Prepared by:


MA. THERESA P. PEREGRINO
ACTING SECRETARY

Attested:


JAYVON D. ARCIPE, EMR, MCDRM
PRESIDENT
LEADRRMO



OFFICERS:

JAYVON D. ARCIPE

President
LGU-Tabango, Leyte

LEAH C. CAMINONG

Vice President
LGU-Dulag, Leyte

MA. THERESA P. PEREGRINO

Acting Secretary
LGU-Tabontabon, Leyte

ROBERTA L. OREL

Treasurer
LGU-Jaro, Leyte

RHYSE M. AUSTERO

Auditor
City of Baybay

MANUEL L. GARDUQUE

PIO
LGU-Kananga, Leyte

RICARDO ALEJO N. MAZO

Cluster I Representative
LGU-Tanauan, Leyte

JOEBAN R. PAZA

Cluster I Representative
LGU-Burauen, Leyte

CLIFF ERROL P. RIPALDA

Cluster II Representative
LGU-Alangalang, Leyte

NELIA T. BARREDO

Cluster II Representative
LGU-Babatngon, Leyte

ARVIN R. CUEVA

Cluster III Representative
LGU-Villaba, Leyte

CHRISTOPHER T. MONTEBON

Cluster III Representative
LGU-Palompon, Leyte

ERIK V. BARCELO

Cluster IV Representative
LGU-Abuyog, Leyte

RUDEL P. ESCOLANO

Cluster IV Representative
LGU-Matalom, Leyte

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO) INC.

SEC Company Reg. No. 2023070108133-46

New Leyte Provincial Capitol Complex, New By Pass Road,

Brgy. Guindapunan, Palo, Leyte

ANNUAL ACCOMPLISHMENT REPORT Calendar Year 2025

I. INTRODUCTION

The Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. remains committed to strengthening coordination, collaboration, and capacity development among Disaster Risk Reduction and Management Officers (DRRMOs) across the Province of Leyte. For Calendar Year 2025, the association implemented several programs and activities aimed at enhancing disaster preparedness, response capability, and organizational development among its members.

II. MAJOR ACTIVITIES AND ACCOMPLISHMENTS

1. Conduct of Quarterly Meetings

The association successfully conducted its regular quarterly meetings to discuss updates, plans, and concerns related to Disaster Risk Reduction and Management (DRRM) implementation across the province.

1st Quarter Meeting – February 21, 2025

Leyte Provincial Government Complex Multipurpose Hall, Guindapunan, Palo, Leyte

2nd Quarter Meeting – June 11, 2025

Holiday Plaza Hotel, Cebu City

3rd Quarter Meeting – September 19, 2025

Abuyog, Leyte

4th Quarter Meeting – November 21, 2025

Sabin Resort Hotel, Ormoc City, Leyte

These meetings served as venues for policy discussions, program updates, planning of activities, and strengthening collaboration among DRRM practitioners in the province.

2. Capacity Development and Training Programs

In coordination with the Office of Civil Defense (OCD) and other partner agencies, the association facilitated and supported various training activities for DRRM practitioners. A total of twenty-four (24) training activities were completed during the year to enhance the competencies of DRRM personnel in areas such as disaster preparedness, emergency response, and incident management.

These trainings helped improve the operational readiness of DRRM offices across the Province of Leyte.

3. Leyte DRRM Convention

The association successfully organized the 3rd Annual Leyte DRRM Convention, which gathered DRRM Officers, responders, and personnel from different Local Government Units in



OFFICERS:

JAYVON D. ARCIPE

President
LGU-Tabango, Leyte

LEAH C. CAMINONG

Vice President
LGU-Dulag, Leyte

MA. THERESA P. PEREGRINO

Acting Secretary
LGU-Tabonabon, Leyte

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Cluster III Representative
LGU-Palompon, Leyte

ERIK V. BARCELO

Cluster IV Representative
LGU-Abuyog, Leyte

RUDEL P. ESCOLANO

Cluster IV Representative
LGU-Matalom, Leyte

LEYTE ASSOCIATION OF DISASTER RISK REDUCTION AND MANAGEMENT OFFICERS (LEADRRMO) INC.

SEC Company Reg. No. 2023070108133-46

New Leyte Provincial Capitol Complex, New By Pass Road,

Brgy. Guindapunan, Palo, Leyte

the province. The convention provided a platform for knowledge sharing, professional networking, and strengthening partnerships among DRRM practitioners.

The activity also allowed participants to exchange best practices and lessons learned in disaster risk reduction and management.

4. Coordination with National and Regional Agencies

The association maintained close coordination with national and regional agencies involved in disaster risk reduction and management. These partnerships contributed to the implementation of training programs, technical assistance, and information sharing among DRRM offices in Leyte.

5. Organizational Development

During the year, the association initiated discussions on the development of internal policies and guidelines, including the proposed guidelines on members' claims and benefits. These initiatives aim to strengthen the welfare and support system for members of the association.

6. Promotion of Disaster Preparedness

Through the active participation of its members, the association supported various local DRRM initiatives in their respective municipalities and cities, including disaster preparedness campaigns, drills, and community awareness programs.

III. CONCLUSION

For the year 2025, the Leyte Association of Disaster Risk Reduction and Management Officers (LEADRRMO), Inc. successfully strengthened its role as a platform for coordination, collaboration, and professional development among DRRM practitioners in the Province of Leyte.

The association remains committed to continuously improving disaster risk reduction and management practices and contributing to the development of safer, more resilient communities throughout the province.

Prepared by:


Ma. Theresa P. Peregrino
Acting Secretary
LEADRRMO, Inc.

Reviewed and Approved by:


JAYVON D. ARCIPE, EMR, MCDRM
President
LEADRRMO, Inc.

*Annex 1: Annual Financial Statement***FINANCIAL STATEMENT FOR CY 2025**

SOURCE	AMOUNT	REMARKS
Donor 1	N/A	No Donors
Donor 2	N/A	No Donors
Monthly Dues / Membership Fees	225,000	Annual Dues & Membership Fee
Income Generating Project 1	N/A	
Income Generating Project 2	N/A	
TOTAL	225,000	

PARTICULARS	AMOUNT	REMARKS
Project 1	N/A	
Project 2	N/A	
Meeting Expenses	25,000	Other Meetings are sponsored by the hosting LGU
Office Supplies	N/A	
Logistics / Transportation	10,000	
Administrative and Personnel	N/A	
TOTAL	35,000	



Republic of the Philippines

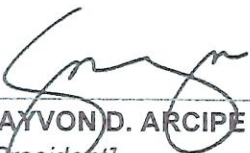
Province of Leyte

LEYTE ASSOCIATION OF DRRMOs INC.

West bypass Road, New Provincial Government Complex, Guindapunan, Palo, Leyte



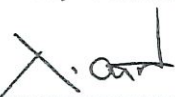
Noted by:


JAYVOND D. ARCIPE
[President]


LEAH C. MAASIN
[Vice President]


MA. THERESA P. PERIGRINO
[Secretary-General]


ROBERTA L. OREL
[Treasurer]


RHYSE M. AUSTERO
[Auditor]