

DRN: CARAGA-FO-DRMD-DRRMS-A-SO-24-04-12699-S

MEMORANDUM

FOR : MARI-FLOR A. DOLLAGA-LIBANG
Regional Director

THROUGH : JEAN PAUL S. PARAJES, RSW, MSSW
OIC-ARDO

FROM : THE OIC-CHIEF
Disaster Response Management Division

SUBJECT : REQUEST FOR THE ISSUANCE OF REGIONAL SPECIAL
ORDER TO RISK RESILIENCY PROGRAM THROUGH CASH-
FOR-TRAINING AND WORK (RRP-CFTW) STAFF AREA OF
ASSIGNMENT FOR CY 2024 IMPLEMENTATION

DATE : 30 APRIL 2024

This is to sincerely request the issuance of a Regional Special Order, effective **May 6, 2024**, for the following Project Development Officer hired under **Risk Resiliency Program thru Cash-for-Training/Work (RRP-CFTW)** to the area indicated opposite her name, to wit:

DESIGNATED PROVINCE	COVERED AREA/S	OFFICIAL STATION	NAME OF STAFF/POSITION
Surigao del Norte	• All 20 municipalities and 1 city	DSWD-Satellite Office, Navarro Street, Surigao City	Monte, Sheba Mae G. PDO II

The above-mentioned staff shall adhere to the following stipulations:

1. Provide technical assistance to target recipient Provincial/Municipal/Barangay Local Government Units (LGUs) in the preparation, implementation, monitoring, evaluation, and reporting of the Risk Resiliency Program through Cash-for-Training/Work Projects and Activities.
2. Perform and dispense her functions according to her Competency-based Job Description and additional related tasks as directed by the supervisor and management.
3. EO 77 s. 2019, AO 13 s. 2019 and RSO 001498 s. 2023 for travel claims shall be observed, charge to DRRP-RRP-CFTW (CCAM).

For your approval.

Thank you.

ALDIE MAE A. ANDOY
OIC-Chief, DRMD

Recommending Approval:

JEAN PAUL S. PARAJES, RSW, MSSW
OIC-Assistant Regional Director for Operations

Approved/Disapproved:

MARI-FLOR A. DOLLAGA-LIBANG
Regional Director


AAA/ATM/jrm/238

DRN: CARAGA-FO-DRMD-DRRMS-A-SO-24-04-12699-S

Regional Special Order
No. _____
Series of 2024

SUBJECT: Designation for Area of Assignment

In the exigency of service, the following Project Development Officer (PDO) of ***Risk Resiliency Program thru Cash-for-Training and Work (RRP-CFTW)*** is hereby assigned to the area indicated opposite her name, to wit:

NAME OF STAFF	POSITION	OFFICIAL STATION	DESIGNATED PROVINCE	COVERED AREA/S
MONTE, SHEBA MAE G.	Project Development Officer - II	DSWD- Satellite Office, Navarro Street, Surigao City	Surigao del Norte	All 20 municipalities and 1 city

The above-mentioned staff shall adhere to the following stipulations:

1. Provide technical assistance to target recipient Provincial/Municipal/Barangay Local Government Units (LGUs) in the preparation, implementation, monitoring, evaluation, and reporting of the Risk Resiliency Program through Cash-for-Training/Work (RRP-CFTW) Projects and Activities.
2. Perform and dispense her functions according to her Competency-based Job Description and additional related tasks as directed by the supervisor and management.
3. EO 77 s. 2019, AO 13 s. 2019 and RSO 001498 s. 2023 for travel claims shall be observed, charge to DRRP-RRP-CFTW (CCAM).

This Order shall take effect on May 6, 2024 and shall continue to be enforced until December 31, 2024.

Done this _____ day of April, 2024 at DSWD Field Office Caraga, Butuan City.

MARI-FLOR A. DOLLAGA-LIBANG
Regional Director

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DRN: CARAGA-FO-DRMD-DRRMS-A-COMM-24-04-12697-S

30 April 2024

HON. ROBERT LYNDON S. BARBERS

Governor
Province of Surigao del Norte

ATTENTION : **MS. FE T. SAUMAT**
PSWDO/PLGU Focal on RRP-CFTWT

Dear **Governor Barbers**:

We would like to introduce to you, **Ms. Sheba Mae G. Monte**, the Project Development Officer II – DSWD Field Office Provincial Focal, assigned in your province for the Risk Resiliency Program through Cash-for-Training/Work (RRP-CFTW) CY 2024 implementation.

Relative thereto, we would like to seek your usual support to ensure the successful implementation of the program.

Thank you.

Respectfully yours,

MARI-FLOR A. DOLLAGA-LIBANG

Regional Director

JPSP/AAA/ATM/rrm/238



30 April 2024

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Province of Surigao del Norte

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Respectfully yours,

MARI-FLOR A. DOLLAGA-LIBANG

Regional Director