



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

January 27, 2026

DIVISION MEMORANDUM

No. 055, s. 2026

IMPLEMENTATION OF THE DRRMS INCIDENT MANAGEMENT REPORTING SYSTEM (IMRS) FOR REPORTING THE EFFECTS OF HAZARDS AND INCIDENTS AND REQUESTING RESPONSE INTERVENTION

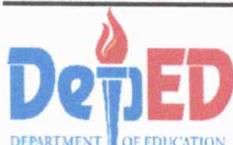
To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors, Principals In-Charge of the District
 Head Teacher In-Charge of the District
 Senior/Education Program Specialists
 Heads of Public and Private Elementary/Integrated/Secondary Schools
 All Others Concerned

- Attached is the Regional Memorandum No. 042, s. 2026 dated January 15, 2026 regarding the Implementation of the DRRMS Incident Management Reporting System (IMRS) for Reporting the Effects of Hazards and Incidents and Requesting Response Intervention, which is self-explanatory.
- Immediate dissemination and compliance with this Memorandum are desired.

FELICIANO C. BUENAFE Jr., CESO VI
 Schools Division Superintendent *(Signature)*

Encl.: As stated
 Reference: As stated
 To be indicated in the Perpetual Index
 Under the following subjects:

NSATM/ **CALAMITY PROGRAMS REPORT SCHOOLS**



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Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

JAN 15 2026

REGIONAL MEMORANDUM

No. 042 s., 2026

**IMPLEMENTATION OF THE DRRMS INCIDENT MANAGEMENT
REPORTING SYSTEM (IMRS) FOR REPORTING THE
EFFECTS OF HAZARDS AND INCIDENTS AND
REQUESTING RESPONSE INTERVENTION**

To: Schools Division Superintendents
All Others Concerned

1. Attached is an Advisory from **Dir. Felino O. Castro V, Office of the Disaster Risk Reduction and Management Service** dated January 8, 2026 regarding the **Implementation of the DRRMS Incident Management Reporting system (IMRS) for Reporting the Effects of Hazards and Incidents and Requesting Response Interventions**, which is self-explanatory.
2. Immediate dissemination of this Memorandum is desired.


CRISTITO A. ECO, CESO III
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

Encl.: As stated
Reference: Advisory of Dir. Felino O. Castro V
To be indicated in the Perpetual Index
under the following subjects:

CALAMITY PROGRAMS REPORT SCHOOLS

WMV/ESSD-RM/Implementation of the DRRMS IMRS
004/January 9, 2026



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Republika ng Pilipinas
Department of Education

DISASTER RISK REDUCTION AND MANAGEMENT SERVICE

RECORDS MANAGEMENT OFFICE
 JAN 09 2026
 By: [Signature]

ADVISORY

FOR : **REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS
 REGIONAL, DIVISION, AND SCHOOL DRRM COORDINATORS**

FROM : **FELINO O. CASTRO V** *[Signature]*
Director IV

SUBJECT : **Implementation of the DRRMS Incident Management Reporting System (IMRS) for Reporting the Effects of Hazards and Incidents and Requesting Response Interventions**

DATE : January 8, 2026

This is to advise all concerned DepEd personnel to use the Incident Management Reporting System (IMRS) as the official platform for reporting incidents, including fire incidents, flooding, and other hazard-related occurrences that result in learning interruptions and infrastructural and non-infrastructural damages in schools. The introduction of this new response mechanism is due to technical issues currently affecting the Rapid Assessment of Damages Report (RADaR) platform, which is temporarily unavailable for use.

All incident management details on affected schools must be encoded in the IMRS within eight hours of incident occurrence. The IMRS shall auto-generate the report for online signing and approval by the reporter and approver prior to transmission to DRRMS. The signed IMR shall be the basis for validation, monitoring, response planning, and fund augmentation, including requests for related financial assistance. An audit trail has also been added to track all IMRs.

In view of this, Regional and Division DRRM Coordinators are requested to:

- Ensure the timely, complete, and accurate submission of incident reports in the IMRS immediately after the occurrence of any hazard-related incident affecting schools.
- Cascade the reporting protocols and tools to all School Heads and designated School DRRM Coordinators within their respective area of responsibility to ensure continuous, proper documentation and monitoring of all incidents and response interventions.
- Document all problems, issues, needs, concerns, and observations (PINCOs) encountered at the school level and email them to the DRRMS for review and resolution.



In addition, all School Heads (or the Officer-in-Charge) or the designated School O&M Coordinators shall be the only DepEd personnel to access and utilize the reporting form using either the school's official email address or their individual DepEd email account.

The reporting form may be accessed through the O&MIS Vertical Operations Center at <http://oamis.depedschools.gov.ph/ops/operations-reporting-portal>.

From the homepage, navigate to *"Operations - Reporting Platforms"*, then click on *"O&M Core Portal"* to access the O&MIS Reporting Platform.

For your information, a flyer on the use of the O&MIS is attached on this Advisory.

Should you have further questions or concerns, you may contact O&MIS through ops@oamis.depedschools.gov.ph or at (02) 635 3704.

For information and compliance,

