



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

30 Jan 2026

DIVISION MEMORANDUM

No. **012**, s. 2026

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

To: Assistant Schools Division Superintendent
Chiefs of SGOD and CID
All District Supervisors/Principals-in-Charge
All Public Elementary and Secondary School Heads
All School DRRM Coordinators
All Others Concerned

1. Pursuant to the Disaster Risk Reduction and Management Service (DRRMS) Office advisory dated 08 January 2026, entitled “*Implementation of Incident Management Reporting System (IMRS) for Reporting the Effects of Hazards and Incidents and Requesting Response Interventions,*” this Office informs all concerned that the Incident Management Reporting System (IMRS) shall now serve as the official reporting platform, replacing the Rapid Assessment of Damages Report (RADAR) due to technical issues, effective immediately.
2. In implementing the new platform, the following reporting protocols must be strictly observed:
 - a. Only school heads (or officers-in-charge) and designated School DRRM Coordinators are authorized to access and use the reporting form, using either the school’s official email address or their individual DepEd email account.
 - b. Access the reporting form through the DRRMS Virtual Operations Center at:
<https://sites.google.com/deped.gov.ph/drrms/operations/reporting-platforms>. From the homepage, navigate to “Operations → Reporting Platforms,” then click “Fill Out Form” to access the Google Form reporting tool.
 - c. All incident management details must be encoded or reported in the system within eight (8) hours from the time of incident occurrence.
 - d. Failure to report incidents in the system will result in non-provision of response interventions from the DRRMS.



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

3. In addition, all other issues, needs, concerns, and observations encountered at the school level shall also be documented and reported to Mr. Jiggs F. Balasoto, Administrative Support II (COS) at SGOD-Social Mobilization and Networking Section-DRRM Office through mobile no.: 0967-789-5392.
4. For dissemination, guidance, and compliance.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

PROGRAMS
SAFETY EDUCATION

Adriano A. Daligdig/SGOD/DM – implementation of the drrms incident management reporting system (imrs)
for school incidents and effects of hazards and incidents
0089/January 30, 2026