



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

Advisory No. **214**, s. 2025

03 SEP 2025

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

FIRST AIDERS IN EVERY HOME, SCHOOL, WORKPLACE, AND COMMUNITY

The Department of Education – Schools Division of the City of Batac, in partnership with the Philippine Red Cross – Ilocos Norte Chapter (PRC-INC), encourages learners from schools within the Division to participate in the Safety Services – Educational Program for Students.

All school heads are invited to participate in the Junior First Aid Program and/or Emergency First Aid Training to help strengthen safety awareness and preparedness in schools.

For your reference, attached are the letter from PRC-INC and additional details on the training proposal.

For information.

SGOD SHU/jbj/25009 FirstAiders
2513273/September 2, 2025



**PHILIPPINE RED CROSS
ILOCOS NORTE CHAPTER**

P. Gomez St., Brgy. 23 2900 Laoag City

Telefax: 077-772-0217, Tel. No.: 077-770-5615

Website: www.redcross.org.ph ;Email: ilocos.norte@redcross.org.ph



SDCB RECORDS UNIT

2513273

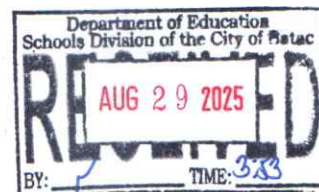
August 27, 2025

DR. ANSELMO R. ALUDINO

Schools Division Superintendent

Department of Education

Division of Batac City



Dear Dr. Aludino,

Greetings!

The Safety Services is one of the service arms of the Philippine Red Cross (PRC) tasked with a nationwide educational campaign to ensure health and safety of the Filipino people, consistent with our goal **"First Aiders in Every home, school, workplace and community"**. The training program shall focus on day to day emergencies that lay persons, in community, in workplace or any setting may encounter. First Aid has become one of the major components of the PRC Society since its commencement. The Society has been providing number of trainings for different agencies and institutions and has gained credibility among its recipients because it focuses on learning by doing approach with proper assessment and evaluation systems to maintain the established standard of the course.

In this connection, may we present and offer our Safety Services- Educational Program for students, personnel and parents for your perusal. For any concerns inquiries and clarification on this matter, you may reach or contact Mr. *Jedmark F. Morido*, CSR/ Training Officer (CP# 09171086884) to explain more details of the training.

Thank you as we eagerly look forward for a good partnership.

Sincerely yours,

EDNA L. ORCINO

Chapter Administrator



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Training Proposal

First Aid and Basic Life Support with Automated External Defibrillator (AED) Courses:

COURSE TITLE	AGE & TARGET GROUP	COURSE FEE
Junior First Aid Program (JFAP)		
A. First Aid Training for Juniors / Elementary	• Elementary pupils	Php500.00
B. Emergency First Aid Training / High School High School	• High School students (Junior and Senior High School)	Php750.00
Emergency First Aid Training	• Teaching and non teaching personnel/ parents	Php1,500.00

1. **JUNIOR FIRST AID TRAINING.** This course is designed to train Students/Youths to recognize type of injuries and medical emergencies and its initial treatment.

COURSE outline

Course Orientation

- I. Introduction to First Aid
- II. Emergency Action Principles
- III. Common Emergencies
- IV. Evaluation

2. **EMERGENCY FIRST AID TRAINING.** This is an 8-hour course designed to educate individuals to recognize and provide interventions for life-threatening emergencies until medical aid arrives.

COURSE outline

Course Orientation

- I. Introduction to First Aid
- II. Emergency Action Principles
- III. Common Emergencies
- IV. Lifting & Moving
- V. Evaluation

PRE-REQUISITES:

In compliance with the Safety Services Training Administration Program and COVID Interim Guidelines, please consider the following health checks before enrolling in our training:

1. **Target ages (please refer to Course title description stated above)**
2. Physically and mentally fit.
3. No presence of COVID-19 co-morbidities
• Cancer • Liver Problem • Kidney Problem • Obesity • Lung Problem • Pregnancy • Heart Condition and High Blood Pressure • Blood Disorder • Immunocompromised • Diabetes
4. Not manifesting flu-like signs and symptoms for the past 14 days, especially on the training days.
• Fever • Loss of appetite • Cough and Colds • Sore throat • Diarrhea • Any condition that is found on the Participants Assessment Form

Volunteers + Logistics + Information Technology = Philippine Red Cross that is
Always **FIRST**, Always **READY**, Always **THERE**.



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TRAINING FACILITY:

1. Shape and Size
 - Ideally, the size of a training room can accommodate a maximum of 14 training participants. Crowded training sessions is not permitted due to physical distancing requirement in times of pandemic.
 - Ideally, position the entrance in the rear of the training room. This allows people to leave and enter the room without distracting the lesson.
 - Allow sufficient room for "activity space".
 - Avoid support columns and low hanging lighting such as chandeliers. These features create voids in which participants cannot see the instructor or visual aids.
2. Acoustics
 - Location of the training room – Avoid choosing a room near highways, crosswalks, or high traffic areas. Training rooms should be in quiet areas.
3. Visual Aids
 - Projectors or TV Screens
 - Laptops / Desktops
 - Writing Board
4. Furniture and Seating Arrangement

The furniture and seating arrangements can be organized in a variety of different ways. Each arrangement is used for a specific type of instruction to maximize the efficiency of the lesson being taught. The more flexible the furniture, the easier it will be to create different seating styles to fit the immediate need

COURSE CERTIFICATION AND AUTHORIZATION:

Training participants who had satisfactory passed the written examination and demonstrated practicum exercises intended for the course will be awarded a Certificate of Completion (COC) as issued by the Philippine Red Cross – National Headquarters. The SFAT and OFAT Certificates are valid for two years only.

PAYMENT OF FEES: Payment of fees can be made in the office or via bank deposit or online banking on this account:

Bank Name: BDO

Account Name: Philippine Red Cross

Account Number: 00 5190-1484-76

The training fee is **NONREFUNDABLE**. Further, Philippine Red Cross is TAX Exempt.

CONTACT PERSON:

For course booking and other details, please contact MR. JEDMARK F. MORIDO, CSR-Safety Services

Email: ilocos.norte@redcross.org.ph

Mobile Number: 09171086884 Telephone Number: (077) 772-02-17 / 770-56-15



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August 27, 2025

DR. ANSELMO R. ALUDINO

Schools Division Superintendent

Department of Education

Division of Batac City

Dear Dr. Aludino,

In reference to your request for the Safety Services of the Philippine Red Cross (PRC) Ilocos Norte to conduct the following course/s with your office to wit:

First Aid and Basic Life Support-CPR with AED Training on _____ at _____.

The **PRC** confirms that it shall:

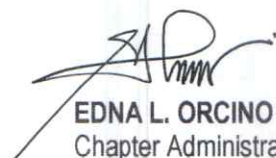
1. Provide instructors at any given time to conduct the above course; 1 instructor: 7 participants
2. Provide training equipment for the duration of the training;
3. Will issue within 5 working days, a Certification to participants who passed the evaluating examination;
4. Evaluate the written and skills exams of participants and issue Certificates of Completion (ID form) through a form of license card (ID) to those who passed the course within 5 working days after the training;
5. Provide a Membership ID within 5 working days after the training or upon payment training fee;
6. Issue an official receipt upon payment of the registration/training fee;
7. Provide the disinfection solution for the duration of the training.

The **DepEd SDS City of Batac** confirms that it shall:

1. Ensure that the training area to be used is properly cleaned and decontaminated prior to the training day.
2. Ensure participants of **not less than 15 individuals**. Each participants shall have a **Participant's Assessment Form** which will be sent through email to ilocos.norte@redcross.org.ph.
3. **If the minimum number of participants is not met, the requesting party shall pay the amount for the minimum of 15 participants;**
4. Remit the corresponding training fee per participant on the start of the training. If **Check**, please make check payable to: **Philippine Red Cross**. Meals and snacks for the participants are not included.
5. Provide training room with enough space for skills demonstration for the First Aid & BLS-CPR Training;
6. Provide meals & snacks (am and pm) to the instructors conducting the course;
7. Provide transportation and/or travel expense allocation of instructors from and to Philippine Red Cross – Brgy. 23, P. Gomez St., Laoag City. **(If service vehicle is unavailable- negotiable)**
8. The agreement letter or conforme shall be signed and paid in full a month prior to the scheduled training. Full payment amount shall be based on the forecasted number of participants for the training.
9. Cancellations should be made three (3) days prior to the scheduled training.

If one or more provision/s above is/are not met or agreed upon, the course/s will be cancelled. Likewise, **PRC is Tax exempted by the BIR**. For any clarifications on the above provisions on the said training, please feel free to call the undersigned or Mr. Jedmark F. Morido, CSR-Safety Services at (077) 772-02-17 or 09171086884.

Sincerely yours,


EDNA L. ORCINO
Chapter Administrator

Conforme: _____
Name & Signature

Please send it back or email: ilocos.norte@redcross.org.ph

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