



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

30 JAN 2026

DIVISION MEMORANDUM
No. **069** s. 2026

**RECOMMENDING THE DEVELOPMENT OF SCHOOL-BASED CONTINGENCY PLANS
FOR BOMB THREATS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
All Public Elementary and Secondary School Heads
All Private Elementary and Secondary School Heads
All Others Concerned

1. In reference to Resolution No. 7SP 2025-64, entitled "A Resolution Recommending that the City Schools Division of the City of Batac Prepare a Comprehensive Localized Contingency Plans for All Schools in the Event of Bomb Threats," this Office hereby recommends the immediate development of school-based contingency plans for bomb threat incidents.

2. In view of the foregoing, all public and private schools in the Schools Division of the City of Batac are hereby advised to develop a localized contingency plan for bomb threats, which shall include, but not be limited to, the following components:

- a. Clear evacuation procedures and identification of safe assembly areas;
- b. Communication protocols for timely information dissemination to learners, personnel, parents, and relevant stakeholders;
- c. Roles and responsibilities of school officials, teachers, and personnel during bomb threat incidents;
- d. Coordination mechanisms with local government units, law enforcement agencies, emergency responders, and other concerned authorities; and
- e. Post-incident actions, including reporting, psychosocial support, and resumption of classes.

3. The development of the said contingency plan shall be guided by the Contingency Planning Guidebook, which provides standardized procedures and practical guidance to ensure consistency, effectiveness, and alignment with established emergency preparedness and response protocols.

4. Developed contingency plans shall be submitted to the Schools Division Office for review and approval on or before March 30, 2026. Schools are likewise encouraged to orient their respective school communities on the approved contingency plans to ensure readiness and proper response during emergencies.

5. For information and guidance.

ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.:
Reference: as stated
To be included in the Perpetual Index
under the following subject:

SAFETY EDUCATION

SGOD/rag/DRRM_IMRS
2601010 26003/January 28, 2026



Republic of the Philippines
OFFICE OF THE SANGGUNIANG PANLUNGSOD

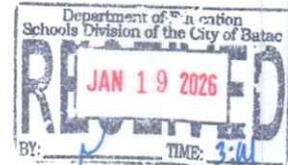
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January 19, 2026



MR. ANSELMO R. ALUDINO
Schools division Superintendent
City of Batac, Ilocos Norte



Sir:

Enclosed you will please find Sangguniang Panlungsod **Resolution No. 7SP 2025-64** for your information and guidance.

Thank you.

Very truly yours,

FOR THE S.P.:

GLADYS R. LAGURA
SP Secretary



Republic of the Philippines
Province of Ilocos Norte
CITY OF BATAC

OFFICE OF THE SANGGUNIANG PANLUNGSOD

**EXCERPTS FROM THE MINUTES OF THE 7TH SANGGUNIANG PANLUNGSOD
OF THE CITY OF BATAC, ILOCOS NORTE ON ITS 22ND REGULAR SESSION DULY
HELD ON DECEMBER 09, 2025 AT 9:50 O'CLOCK IN THE MORNING
AT THE SANGGUNIANG PANLUNGSOD SESSION HALL**

Members Present:

Hon. Albert D. Chua	City Vice Mayor/Presiding Officer
Hon. Kichel Jomarie G. Pungtilan	Sangguniang Panlungsod Member
Hon. Martha Louise Aurora Medina-Borleo	-do-
Hon. Gwyneth Sabas-Quidang	-do-
Hon. John Gabrielle Dominique M. Daguio	-do-
Hon. Lucky Rene G. Bunye	-do-
Hon. Violeta Eugenia Daradar-Nalupta	-do-
Hon. MacArthur A. Aguinaldo	-do-
Hon. Rizal P. Castillo	-do-
Hon. Juan Paulo P. Flojo	-do-
Hon. Reign Gwendia T. Mirasol, SK Representative	-do-
Absent:	
Hon. Eleuterio A. Salamangkit, Jr.	-do-
Hon. Gilbert O. Medina, ABC Representative	-do- [On Sick Leave]

RESOLUTION NO. 7SP 2025 – 64

**A RESOLUTION RECOMMENDING THAT THE CITY SCHOOLS DIVISION
OF BATAC PREPARE A COMPREHENSIVE LOCALIZED CONTINGENCY
PLANS FOR ALL SCHOOLS IN THE EVENT OF BOMB THREATS**

WHEREAS, the safety and security of students, teachers, and all school personnel are paramount in maintaining a conducive and protected learning environment;

WHEREAS, in recent weeks, bomb threats have been reported in the city, and similar incidents have occurred in the previous year, causing alarm, class disruptions, and undue anxiety among the school community;

WHEREAS, these incidents highlight the urgent need for clear, coordinated, and effective response protocols to ensure immediate action, minimize risks, and prevent panic during such emergencies;

WHEREAS, the preparation of comprehensive contingency plans-including evacuation procedures, communication protocols, safety coordination with local authorities-is essential to safeguard all individuals within school premises;

WHEREAS, Section 16 of the Local Government Code of 1991 mandates local government units to promote the general welfare, which includes ensuring public safety and protecting the lives of their constituents, particularly in educational institutions;

NOW, THEREFORE,

BE IT RESOLVED, as it is hereby resolved, by the Sangguniang Panlungsod of the City of Batac, Ilocos Norte in session duly assembled to recommend that the City Schools Division of Batac Prepare a Comprehensive Localized Contingency Plans for all Schools in the Event of Bomb Threats;



Republic of the Philippines
Province of Ilocos Norte
CITY OF BATAC

OFFICE OF THE SANGGUNIANG PANLUNGSOD

Resolution No. 7SP 2025 – 64 cont'd.
7th Sangguniang Panlungsod of Batac
22nd Regular Session, December 09, 2025
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RESOLVED FURTHER, that a copy of this Resolution be transmitted to the City Schools Division of Batac for their information and utmost consideration.

ADOPTED THIS 9th day of December, 2025 on motion of Honorable Gwyneth Sabas-Quidang.

SPONSORED BY: SP Member Gwyneth Sabas-Quidang, Kichel Jomarie G. Pungtilan, Eleuterio A. Salamangkit, Jr., Martha Louise Aurora Medina-Borleo, John Gabrielle Dominique M. Daguio, Lucky Rene G. Bunye, Violeta Eugenia Daradar-Nalupta, MacArthur A. Aguinaldo, Rizal P. Castillo, Juan Paulo P. Flojo, Gilbert O. Medina, Reign Gwendia T. Mirasol and Vice Mayor Albert D. Chua

VOTING PROFILE:

AYES : HONS. PUNGTILAN, MEDINA-BORLEO, SABAS-QUIDANG, DAGUIO, BUNYE, DARADAR-NALUPTA, AGUINALDO, CASTILLO, FLOJO & MIRASOL
NAYS : N O N E
ABSTENTION : N O N E

I HEREBY CERTIFY that this Resolution was approved on Second and Final Reading by the Sangguniang Panlungsod of Batac, Ilocos Norte on its 22nd Regular Session dated December 09, 2025.


GLADYS R. LAGURA
SP Secretary

ATTESTED:


HON. ALBERT D. CHUA
Vice Mayor/Presiding Officer

APPROVED:


HON. MARK CHRISTIAN "MARKEE" R. CHUA
City Mayor

Approved on 12.12.2025