



Division of Malaybalay City

Purok 6, Casisang, Malaybalay City
Telefax: (088) 314-0094 email: Malaybalay.city@gmail.com

DIVISION MEMORANDUM

No. 117 s. 2017

**To: Schools Governance and Operations Division Chief and Staff
Curriculum Implementation Division Chief and Staff
Public Elementary and Secondary School Heads
This Division**

From: EDILBERTO L. OPLENARIA, CESO VI
OIC – Schools Division Superintendent

Date: February 22, 2017

2017-03-03
DepEd-MALAYBALAY CITY DIVISION
RELEASED
Date: MAR 03 2017 Time: 9:37
By: [Signature]

**Subject: SCHEDULE OF THE CONDUCT OF SIMULTANEOUS DRRM
DRILLS FOR CY 2017 IN THE DIVISION**

1. Per Region Advisory No. 24, s. 2017 re: DepED ROX Personnel and Schools' Simultaneous DRRM Preparedness on March 5, June 23, August 3, and November 24, 2017 and Region Advisory No. 29, 2017 re: Corrigendum of Region Advisory No. 24, s. 2017, the field is hereby enjoined to conduct the following activities:

DRRM Drill	Date	Time
Fire Drills	<ul style="list-style-type: none"> • March 15, 2017 • August 3, 2017 	9:00 A.M.
Earthquake Drills	<ul style="list-style-type: none"> • June 23, 2017 • November 24, 2017 	9:00 A.M.

2. National Advisory relative to the conduct of Fire and Earthquake drills shall also be implemented and followed.

3. School Heads shall tap the services of any members of local DRRM-related government and non-government agencies in their respective areas/schools as raters/observers during the drills.

4. Post Activity Reports shall be submitted to this Office attention: Jimdandy S. Lucine, Project Development Officer II (DRRM) for consolidation. Below are the enclosed documents and source materials and the year-round schedule for submission of reports for guidance:

- A. Enclosures
- Enclosure No. 1 – Earthquake Drill Evaluation Form;
 - Enclosure No. 2 – RADaR Forms 1 and 2;
 - Enclosure No. 3 – School Earthquake/Fire Drill Report Outline; and

Enclosure No. 4 – Region Advisory No. 24, s. 2017 re: DepED ROX Personnel and Schools' Simultaneous DRRM Preparedness on March 5, June 23, August 3, and November 24, 2017

Enclosure No. 5 – Region Advisory No. 29, s. 2017 re: Corrigendum of Region Advisory No. 24, s. 2017

B. Year-Round Schedule for Submission of Reports

DRRM Drills	Dates to be Conducted	Dates Reports Shall Be Submitted
Fire Drills	March 15, 2017	March 20, 2017
	August 3, 2017	August 8, 2017
Earthquake Drills	June 23, 2017	June 28, 2017
	November 24, 2017	November 29, 2017

5. In order to practice and master the submission of **RADaR 1 & 2 reports**, this Office shall implement starting this year the **inclusion of submission of RADaR 1 and 2 Reports** in every drill. RADaR SMS reports shall be submitted through texts in the following numbers: **0977 659 2926 (Globe) / 0928 871 8053 (Smart)** and **0917 713 5043**. Accomplished hardcopy of RADaR forms shall be submitted to the Project Development Officer II (DRRM). Legal basis for this implementation is **D.O. No. 55, s. 2007 re: Prioritizing the Mainstreaming of Disaster Risk Reduction Management in the School System and Implementation of Programs and Projects Relative Therefor**.

6. For more information with regard to this memorandum, you may contact **Jimdandy S. Lucine**, Project Development Officer II (DRRM) through his mobile number: **0917 713 5043** or e-mail address: **jimdandy.lucine@deped.gov.ph**.

7. For compliance

Encl: As Stated

Copy Furnished:
Records Unit | DRRM

TO BE POSTED IN THE WEBSITE



**Department of Education
Revised Rapid Assessment of Damages Report 1 (RADaR 1) as of January 2015
School-Level Form**

Instructions to School Heads:

1. Accomplish this form on rapid assessment of damages. **Do not leave anything blank.**
2. Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:
RADAR1 <Name of incident>, <EBEIS School ID>, <Incurred damages because of incident? (Yes/No)>, <Number of totally damaged classrooms>, <Number of classrooms with major damage>, <Number of classrooms with minor damage>, <Number of temporary learning spaces needed for resumption of classes>, <Number of deceased personnel>, <Number of injured personnel>, <Number of missing personnel>, <Number of displaced personnel>, <Number of classrooms used for evacuation of families>, <Are there still evacuees after three days? (Yes/No)>, <Full name of sender>, <Designation>

**For example: RADAR1,Luis,102121,No,0,0,0,0,0,0,0,0,0,0,Orville Benigno,HT
 RADAR1,Mayon Eruption,1999991,No,0,0,0,0,0,0,4,4,Yes,Jose Garcia III,MT**

Send it to 09288718053 (Smart) or 09151789312 (Globe). **Invalid text messages, and forms sent via e-mail or fax shall not be processed.** Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) **RADAR1** and **SCHOOL ID** is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

Instructions to Divisions:

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR1 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepED e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account.

For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

Division: _____

1	Name of incident (Can be name of tropical cyclone, name of volcano or description of incident)	
2	EBEIS SCHOOL ID	
3	Incurred damages because of incident? (Indicate Yes/No only)	
4	Number of academic classrooms that are totally damaged (damaged academic classrooms that cannot be used)	
5	Number of academic classrooms with major damage (damaged academic classrooms needing major repair and cannot be repaired by school)	
6	Number of academic classrooms with minor damage (damaged academic classrooms needing minor repair that can all be repaired by school)	
7	Number of temporary learning spaces (TLS) needed for immediate class resumption	
8	Number of deceased DepEd teaching and non-teaching personnel	
9	Number of injured DepEd teaching and non-teaching personnel	
10	Number of missing DepEd teaching and non-teaching personnel	
11	Number of displaced DepEd teaching and non-teaching personnel	
12	Number of academic classrooms used for evacuation of families (all academic classrooms used since Day 1)	
13	Are there still evacuees after three days? (Indicate Yes/No only)	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(14) Full Name of sender _____ Date _____

(15) Designation of sender _____ Contact Number _____



Department of Education
 Revised Rapid Assessment of Damages Report 2 (RADaR 2) as of January 2015
 School-Level Form

Instructions to School Heads:

1. Accomplish this form on rapid assessment of damages. Do not leave anything blank.
2. Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:
RADAR2,<Name of incident>,<School ID>,<Number of damaged school furniture (armchairs)>,<Number of damaged copies of learning materials/textbooks used for instruction>,<Number of damaged sets of computer equipment used for instruction>,<Full name of sender>,<Designation>

**For example: RADAR2,Bush Fire,300461,23,45,0,Juan Dela Cruz Jr, Principal
 RADAR2,Luis,102121,0,0,0,Orville Benigno,HT**

Send it to 09288718053 (Smart) or 09151789312 (Globe). **Invalid text messages, and forms sent via e-mail or fax shall not be processed.** Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) RADAR2 and SCHOOL ID is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

Instructions to Divisions:

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR2 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepEd e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account. **Divisions are advised to make the necessary detailed assessment for reports received under RADaR2.** They are also advised to send the consolidated detailed assessment to respective DepEd Offices (cc: drmo@deped.gov.ph).

For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

Division: _____

1	Name of incident (Can be name of tropical cyclone, name of volcano or description of incident)	
2	EBEIS SCHOOL ID	
3	Number of damaged school furniture (armchairs) that needs to be replaced for use of learners <i>(Additional information on damaged teachers' tables and chairs, tables and chairs for Kinder, and/or desktops shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	
4	Number of copies of learning materials/textbooks used for instruction that were damaged because of incident <i>(Detailed information on number of copies needed for instruction per grade level and subject area shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	
5	Number of sets of computer equipment used for instruction that were heavily damaged because of incident <i>(Detailed information on type of equipment damaged shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(14) Full Name of sender _____ Date _____

(15) Designation of sender _____ Contact Number _____

SCHOOL EARTHQUAKE/FIRE DRILL REPORT OUTLINE

- I. School Details
- II. Date of Earthquake Drill
- III. Written Scenario
Include movements and responses of the participants and challenging add-on activities
- IV. School Evacuation Plan or Escape Route
- V. Activities conducted prior to the conduct of Earthquake/Fire Drill
- VI. Total Number of Persons Participated
- VII. Government Agencies Involved
- VIII. Strengths, Weaknesses, Recommendations, Opportunities
- IX. Attachments
 - a. Accomplished Earthquake or Fire Drill Evaluation Forms
 - b. RADaR Forms 1 and 2
 - c. Minutes During the Giving of Feedbacks (including attendance sheet of those present during the Giving of Feedbacks)



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
Zone 1 Upper Balulang
Cagayan de Oro City

Telephone No.: (088) 880-7072, 880-7071, email: region10@deped.gov.ph

Tayo
PARA SA
EDUKASYON DepED-X
Cagayan de Oro City

20 FEB 2017
1324

Region Advisory No. 29, s. 2017

RELEASE

This Advisory is issued for the information of SDOs as regards to the
Corrigendum of Region Advisory No. 24 s. 2017
(Visit depedreg10.net)
February 17, 2017

Attention : **Schools Division Superintendents**

This has reference to the Region Advisory No. 24 s. 2017 re: DepEd ROX
Personnel and Schools' Simultaneous DRRM Preparedness on March 5, June
23, August 3 and November 24, 2017.

An error was found at the schedule date of the conduct of Fire drills of
the said Advisory, which reads as "The Fire Drills shall be conducted in all
DepEd - X Offices and schools at 9:00 AM on March 5, 2017 and August 3,
2017." The correct schedule date of the conduct of the said drills shall be
March 15, 2017 and August 3, 2017.

Immediate dissemination of this Advisory is desired.


ALLAN G. FARNAZO
Director IV

ESSD/Aguanta



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
Zone 1 Upper Balulang
Cagayan de Oro City



Telephone No. (088) 880-072, 880-7071 email: region10@deped.gov.ph

Region Advisory No. 24, s. 2017

This Advisory is issued for the information of SDOs as regards to the DepEd ROX Personnel and Schools' Simultaneous DRRM Preparedness on March 5, June 23, August 3 and November 24, 2017
(Visit depedreg10.net)
February 8, 2017

Attention : **Schools Division Superintendents**

This Office through the Education Support Services Division will conduct a quarterly simultaneous DRRM preparedness activity to all Deped Offices and schools in the region for CY 2017.

The participants of these preparedness activities are all personnel and guests of the Regional and Division Offices and teachers and learners of all public and private schools in the region.

The Fire Drills shall be conducted in all DepEd - X Offices and schools at 9:00 AM on March 5, 2017 and August 3, 2017.

The Earthquake Drills shall be conducted in all DepEd - X Offices and schools at 9:00 AM on June 23, 2017 and November 24, 2017. A National Advisory relative to the conduct of Fire and Earthquake Drills shall also be implemented and followed.

The DRRM Coordinator shall tap the services of the DRRMC personnel in their respective areas/divisions as raters/observers during the drills.

A division consolidated report shall be submitted to Noe D. Simene, Ph. D., Chief, ESSD through email at sebaguanta@yahoo.com five (5) days after the schedule every quarter activity.

For information and guidance.


ALLAN G. FARNAZO
Director IV

ESSD/Aguanta