



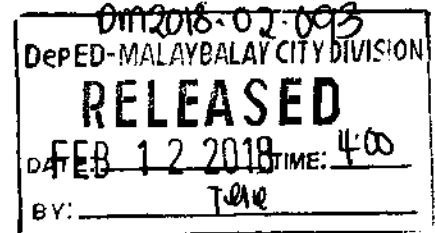
DIVISION MEMORANDUM

No. 093, s. 2018

**To: Chief Education Supervisors and Staff, SGOD and CID
Public and Private Elementary and Secondary School Heads
School DRRM Coordinators
This Division**

**From: EDILBERTO L. OPLENARIA, CESO VIK
DIC – Schools Division Superintendent**

Date: February 12, 2018



Subject: Participation to the Conduct of CY 2018 First Quarter Nationwide Simultaneous Earthquake Drill (NSED)

1. Pursuant to DepEd Unnumbered Memorandum dated January 31, 2018 re: Conduct of CY 2018 First Quarter Nationwide Simultaneous Earthquake Drill, all are directed to conduct the said activity on **February 15, 2018 at 2:00 PM (Thursday)**.
2. All reports from the schools should be submitted to this Office **attention: Jimdandy S. Lucine, Project Development Officer II (DRRM)** on or before **February 20, 2018 (Tuesday)**.
3. For strict compliance.

Encl:

- Enclosure A – DepEd Unnumbered Memorandum dated Jan. 31, 2018 re: Conduct of CY 2018 First Quarter Nationwide Simultaneous Earthquake Drill
Enclosure B – Earthquake Drill Evaluation Form
Enclosure C – DRRM Drill Report Format

Copy Furnished: Records Unit | DRRM
TO BE POSTED IN THE WEBSITE



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

MEMORANDUM
31 January 2018

For: Secretary Leonor Magtolis Briones
All Undersecretaries
All Assistant Secretaries
All Bureau and Service Directors
Regional Secretary, ARMM
All Regional Directors
All Schools Division Superintendents
All Schools Concerned

Subject: CONDUCT OF CY 2018 FIRST QUARTER NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL

Relative to NDRRMC Memorandum No. 17 s, 2018, all DepEd offices and schools shall participate in the conduct of the CY 2018 First Quarter Nationwide Simultaneous Earthquake Drills (CY 2018 Q1 NSED).

The CY 2018 First Quarter NSED shall commence on 15 February 2018 at 2:00 PM (Thursday), with the National Ceremonial Venue held at Quezon City, Metro Manila. The objectives are as follows:

1. To evaluate the readiness and awareness of learners and DepEd personnel for earthquakes; and,
2. To evaluate the coordination and communication mechanisms during evacuation procedures and response.

Proper documentation and Post-Activity evaluation of said drill is required. Submission should follow the guidelines in Annex A.

For strict compliance.


ALAIN DEL B. PASCUA
Undersecretary



Office of the Undersecretary for Administration
(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)
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Annex A

Submission Guidelines for the Memorandum on the Conduct of the 2018 Quarterly Nationwide Simultaneous Earthquake Drills (CY 2018 Quarterly NSED)

All schools, school division offices, and regional offices shall thoroughly follow the guidelines below; non-compliance is tantamount to non-acceptance of said reports.

1. School DRRM Coordinators shall submit the reports only to respective SDO DRRM Coordinators by 20 February 2018.
2. Division DRRM Coordinators shall consolidate NSED reports from School DRRM Coordinators and shall submit only to respective Regional DRRM Coordinators by 28 February 2018.

Division DRRM Coordinators shall copy furnish to respective Office of the Superintendent.

3. Regional DRRM Coordinators shall consolidate NSED reports from Division DRRM Coordinators and shall submit to the DRRMS. All consolidated reports regarding the documentation and analysis of any CY 2018 Quarterly NSED shall be submitted to drmm+NSED@deped.gov.ph by 6 March 2018.

Regional DRRM Coordinators shall copy furnish to respective Regional Directors.

4. Cut-off time for all deadlines shall be at 2:00 PM.
5. Regional DRRM Coordinators should use the naming convention below to label respective email subjects:

[CY 2018 Q_ NSED] Report_ <Region>



Division of Malaybalay City
 Purok 5, Casisang, Malaybalay City
 Telefax: (088) 314-0094 email: Malaybalay.city@deped.gov.ph



EARTHQUAKE DRILL EVALUATION FORM

School Name: _____ Date/Time of Drill: _____
 Location in the school during the drill: _____
 Name of Evaluator: _____ Signature: _____
 The evaluator works in BDRRM BFP CDRRMO LGU Others, pls. specify _____

A. Encircle the letter of your choice.

1. Was the siren loud enough to be heard by all drill participants?
 a. YES b. NO *if NO, please elaborate:* _____
2. Did the drill participants practice the "Drop, Cover and Hold" technique during the Alarm Phase (while the siren is being sounded)?
 a. YES b. NO *if NO, please elaborate:* _____
3. During the Alarm Phase, what did the drill participants do?
 a. They evacuate while the bell is ringing.
 b. They waited for the siren to stop before evacuating.
 c. Others, please elaborate _____
4. Did the drill participants follow their designated routes to evacuation area?
 a. YES b. NO *if NO, please elaborate:* _____
5. What did the drill participants do during the evacuation phase?
 a. They run.
 b. They walk casually.
 c. They walk faster than normal.
6. Did the drill participants bring any first aid kit or any item noticeable during the evacuation phase?
 a. YES b. NO *if NO, please elaborate:* _____
7. Did the drill participants conduct the headcount during the headcount phase?
 a. YES b. NO *if NO, please elaborate:* _____
8. Was the evacuation area big enough to accommodate the drill participants?
 a. YES b. NO *if NO, please elaborate:* _____
9. What did the drill participants do while they are in the evacuation area?
 a. They stay in their assigned place in the evacuation area.
 b. They did NOT stay in their assigned place in the evacuation area.
 c. They go back to the building without instruction.

B. Please write down your observations in the space provided.

1. Any other problem observed during the drill that might need to be addressed?
 Please elaborate: _____
2. How long did it take for all the drill participants to vacate the building and time to reach the designated evacuation area? _____
3. Observed Number of Participants (estimates will do):

PARTICIPANTS	NO. OF LEARNERS	NO. OF PWDS	NO. OF PERSONNEL
COUNT			

C. If you have suggestions, please write them down in the space below.

**This form is based from Evaluation Form A in DepEd Order No. 48, s. 2012*

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)