



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Purok 6, Cassiang, Malaybalay City

Telefax: (088) 314-0094 email: Malaybalay.city@gmail.com



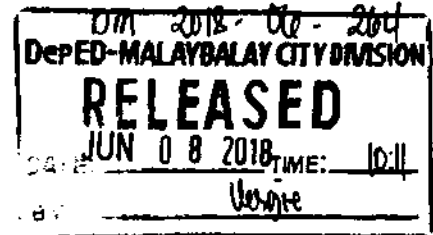
DIVISION MEMORANDUM

No. 264, s. 2018

TO: Assistant Schools Division Superintendent
Chief Education Supervisors and Staff, SGOD and CID
Public Elementary and Secondary School Heads
This Division

FROM:  **REBONFAMIL R. BAGUIO**
Schools Division Superintendent

DATE: June 6, 2018



SUBJECT: CONDUCT OF ACTIVITIES PROMOTING FAMILY EARTHQUAKE PREPAREDNESS

1. Pursuant to **DepEd Order No. 27, s. 2015 re: Promoting Family Earthquake Preparedness**, all School Heads are directed to conduct the following activities as part of their overall preparedness plan for disasters:

- a. all learners shall be required to answer the family earthquake preparedness homework (Enclosure A) with their families and submit it to their respective class advisers;
- b. all class advisers shall discuss each of the questions with the students along with their family's responses to the homework using the guidance notes (Enclosure B) during the homeroom session;
- c. all class advisers shall tabulate and summarize the answers on the family earthquake preparedness homework using the tabulation form in Enclosure C and submit it to the School DRRM Coordinator; and
- d. all school heads shall present and discuss the results to the Parents-Teachers Association (PTA) and barangay officials for consideration in the school and community preparedness planning.

2. Upon completion of these activities, all School Heads shall report via SMS through 09152053244 (DRRMS) and 09171156864 (Division Office) following this format: School ID, Date of Completion, Name of School Head, Position (ex. 10101,day,month,year,Cecille Peralta, Principal IV).

3. School Tabulation Sheet (Enclosure D) with pictures shall be submitted to this Office **Attention: Jimdandy S. Lucine, Project Development Officer II (DRRM)** on or before **July 20, 2018**. Schools may also submit online through <http://deped.in/mcdfep>.

Encl.: As stated

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

EARTHQUAKE FAMILY PREPAREDNESS QUESTIONNAIRE (K-2, SPED)

Instruction: The parents, guardian/s or any adult family member is requested to answer the following preparedness questions with the learner.

Legend: A = Yes, B = No, C = Not Sure

A. BEFORE AN EARTHQUAKE. Please check (✓) the boxes that corresponds to your answers. Remember that A is for Yes, B is for No, and C is for Not Sure.

#	QUESTIONS	A	B	C
1	Do we know the emergency numbers and contact details of the local fire department, police, hospitals and barangay officials?			
2	Do we all know where the nearest safe evacuation area from our house is in the event of an earthquake?			
3	Do we all know the earthquake evacuation plan at our school/workplace?			
4	Do we know how to evacuate infants/children, persons with disabilities, and/or the elderly in our house?			
5	Do all family members know the initial response during an earthquake (Duck-Cover-Hold)?			
6	Are overhead shelves/cabinets at home free of heavy objects that may injure people?			
7	Are heavy furniture, cupboards, and other heavy appliances strapped/bolted to the walls/floor?			
8	Do we store food and drinking water for possible earthquakes?			
9	Do we all know if we are near any body of water? E.g. lake, sea, river.			

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness before an earthquake.

1 2 3 4 5

B. DURING AN EARTHQUAKE AND INITIAL SHAKING. Write y

1. If the earthquake happens while travelling, what will be our initial response?

Answer:

2. If the earthquake happens while at home, what will be our initial response?

Answer:

3. If the earthquake happens while at home, how do we proceed with the evacuation?

Answer:

4. If the earthquake happens while travelling, where do we meet?

Answer:

5. If someone in the family or someone who lives with us is injured, what should be our initial response?

Answer:

6. If we are trapped inside the house, what do we do?

Answer:

7. If the designated evacuation area is damaged, where is our alternative?

Answer:

8. If communication is down, how long are we going to wait for each other at the designated meeting place?

Answer:

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness during an earthquake.

1 2 3 4 5

C. AFTER AN EARTHQUAKE AND INITIAL SHAKING. Please check (✓) the boxes that corresponds to your answers. Remember that A is for Yes, B is for No, and C is for Not Sure.

#	QUESTIONS	A	B	C
1	Do we know the contact numbers of persons in our household?			
2	Do we know when to evacuate?			
3	Do we know that we should not go back to our homes/buildings due to possible effects of aftershocks?			
4	Are we prepared for possible effects of aftershocks such as fires, further damage to house/building?			
5	Is our home free of possible fire triggers after an earthquake?			
6	If we are vulnerable to tsunamis, do we know how to properly evacuate?			
7	Do we know how to preserve or keep food safe after an earthquake?			
8	Do we know from whom we can get accurate and credible data/information so as not to contribute to false rumors which may cause panic, etc.?			

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness after an earthquake.

1 2 3 4 5

Majority of the answers should be yes. If you answered no or not sure in any of the above questions, you are advised to seek the assistance of local authorities on the matter.

The signatory certifies that the family has answered, understood and discussed the questions above:

Parent/Guardian/Adult Family Member's Signature: _____

Name of Parent/Guardian/Adult Family Member: _____

EARTHQUAKE FAMILY PREPAREDNESS QUESTIONNAIRE (Gr. 3 - 12)

Instruction: Each student is assigned to interview their parents, guardian/s or any adult family member to answer the following questions.

Legend: A = Yes, B = No, C = Not Sure

- A. BEFORE AN EARTHQUAKE.** Please check (✓) the boxes that corresponds to your answers. Remember that A is for Yes, B is for No, and C is for Not Sure.

#	QUESTIONS	A	B	C
1	Do we know the emergency numbers and contact details of the local fire department, police, hospitals and barangay officials?			
2	Do we all know where the nearest safe evacuation area from our house is in the event of an earthquake?			
3	Do we all know the earthquake evacuation plan at our school/workplace?			
4	Do we know how to evacuate infants/children, persons with disabilities, and/or the elderly in our house?			
5	Do all family members know the initial response during an earthquake (Duck-Cover-Hold)?			
6	Are overhead shelves/cabinets at home free of heavy objects that may injure people?			
7	Are heavy furniture, cupboards, and other heavy appliances strapped/bolted to the walls/floor?			
8	Do we store food and drinking water for possible earthquakes?			
9	Do we all know if we are near any body of water? E.g. lake, sea, river.			

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness before an earthquake.

1 2 3 4 5

B. DURING AN EARTHQUAKE AND INITIAL SHAKING. Write y

1. If the earthquake happens while travelling, what will be our initial response?

Answer:

2. If the earthquake happens while at home, what will be our initial response?

Answer:

3. If the earthquake happens while at home, how do we proceed with the evacuation?

Answer:

4. If the earthquake happens while travelling, where do we meet?

Answer:

5. If someone in the family or someone who lives with us is injured, what should be our initial response?

Answer:

6. If we are trapped inside the house, what do we do?

Answer:

7. If the designated evacuation area is damaged, where is our alternative?

Answer:

8. If communication is down, how long are we going to wait for each other at the designated meeting place?

Answer:

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness during an earthquake.

1 2 3 4 5

C. AFTER AN EARTHQUAKE AND INITIAL SHAKING. Please check (✓) the boxes that corresponds to your answers. Remember that A is for Yes, B is for No, and C is for Not Sure.

#	QUESTIONS	A	B	C
1	Do we know the contact numbers of persons in our household?			
2	Do we know when to evacuate?			
3	Do we know that we should not go back to our homes/buildings due to possible effects of aftershocks?			
4	Are we prepared for possible effects of aftershocks such as fires, further damage to house/building?			
5	Is our home free of possible fire triggers after an earthquake?			
6	If we are vulnerable to tsunamis, do we know how to properly evacuate?			
7	Do we know how to preserve or keep food safe after an earthquake?			
8	Do we know from whom we can get accurate and credible data/information so as not to contribute to false rumors which may cause panic, etc.?			

In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness after an earthquake.

1 2 3 4 5

Majority of the answers should be yes. If you answered no or not sure in any of the above questions, you are advised to seek the assistance of local authorities on the matter.

The signatory certifies that the family has answered, understood and discussed the questions above:

Parent/Guardian/Adult Family Member's Signature: _____

Name of Parent/Guardian/Adult Family Member: _____

**GUIDANCE NOTES
FAMILY EARTHQUAKE PREPAREDNESS HOMEWORK**

I. Preparing for the Distribution of Family Earthquake Preparedness Homework

- Before discussing the homework in class, all advisers shall review the attached reference materials on earthquake preparedness (Enclosure 6). This could also be downloaded from the website of Philippine Institute of Volcanology and Seismology (PHIVOLCS) http://www.phivolcs.dost.gov.ph/index.php?option=com_phocadownload&view=file&id=71:earthquake-are-you-prepared&Itemid=44;
- All advisers shall explain the homework to their students during homeroom and guidance session using the appropriate set of questionnaires based on the grade level and medium of instruction; and
- School heads shall organize a special meeting with parents to discuss this homework for maximum participation.

II. Processing of Responses to the Family Earthquake Preparedness Questionnaire

- Upon submission of the questionnaire, the adviser shall discuss with the students their family's responses; and
- Then, all advisers shall tabulate and summarize the answers on the family assessment question only.

A. Before an earthquake

Question	Discussion Points
a. Do we know the emergency numbers and contact details of the local fire department, police, hospitals and barangay officials?	With possible effects of earthquakes to lives and property, it is important that all family members know all the relevant offices and authorities that could provide the necessary assistance.
b. Do we all know where the nearest safe evacuation area from our house is in the event of an earthquake?	All family members should be familiar with possible evacuation areas to properly guide each one where they should head to in the event of an earthquake.
c. Do we all know the earthquake evacuation plan at our school/workplace?	Since family members are not always together, it is important that each one knows about the evacuation plan.
d. Do we know how to evacuate infants/children, persons with disabilities, and/or the elderly in our house?	Children and their families should be aware that other people have particular vulnerabilities that should be considered during evacuation.
e. Do all family members know the initial response during an earthquake (Duck-Cover-Hold)?	Duck-Hold-Cover (DCH) as an initial response during earthquakes should be practiced in different contexts, especially in areas without tables or any stable furniture to stay under.
f. Are overhead shelves/cabinets at home free of heavy objects that may injure people?	It should be discussed with the students that earthquake could result to other hazards such as ground shaking, building

g. Are heavy furniture, cupboards, and other heavy appliances strapped/bolted to the walls/floor?	collapse, tsunami, liquefaction, fire and/or landslides. For families residing near bodies of water, preparedness on these possible related hazards should also be considered in their respective preparedness plan.
h. Do we store food and drinking water for possible earthquakes?	While not all families have the capacity to store food and drinking water, awareness on this remains important for schools to identify student's concerns that may arise in times of disasters.
i. Do we all know if we are near any body of water? E.g. lake, sea, river	It should be discussed with the students that an earthquake could result to other hazards such as ground shaking, building collapse, tsunami, liquefaction, fire and/or landslides. For families residing near bodies of water, preparedness on these possible related hazards should also be considered in their respective preparedness plan.

B. During an earthquake and initial shaking

Question	Discussion Point
a. If the earthquake happens while travelling, what will be our initial response?	Duck-Hold-Cover (DCH) as an initial response during earthquakes should be practiced in different contexts, especially in areas without
b. If the earthquake happens while at home, what will be our initial response?	tables or any stable furniture to stay under. With or without family members, families should be aware on what to do during an earthquake
c. If the earthquake happens while at home, how do we proceed with the evacuation?	Families should be aware of the proper evacuation procedures to avoid possible injuries due ground shaking, fire, building collapse and among others
d. If the earthquake happens while travelling, where do we meet?	Agreeing on where to meet gives a sense of direction among family members during an earthquake. This could ease the fear and tension brought about by the shaking
e. If someone in the family or someone who lives with us is injured, what should be our initial response?	In case no one among family members are knowledgeable in applying first aid, they should at least know how to stabilize the injured person and seek proper assistance from authorities.
f. If we are trapped inside the house, what do we do?	Panic could result to inability to think during emergencies, thus it is important for families to build scenarios in the event of an earthquake, and being trapped inside could be one of them. This should allow them to discuss possible strategies to get out of their houses or identify ways to
g. If the designated evacuation area is damaged, where is our alternative?	All family members should be familiar with possible evacuation areas to properly guide each one in the event of an earthquake.

h. If communication is down, how long are we going to wait for each other at the designated meeting place?	Reducing panic is imperative during emergencies, and having an agreement with family members as to where and length of waiting time contribute to this.
--	---

C. After an earthquake and initial shaking

Question	Discussion Point
Do we know the contact numbers of persons in our household?	In case the earthquake happens while family members are at the workplace, school or travelling, each member should be able to recall or list down at least one number.
b. Do we know when to evacuate?	Families should be aware of the proper evacuation procedures to avoid possible injuries due to ground shaking, fire, building collapse and among others.
c. Do we know that we should not go back to our homes/buildings due to possible effects of aftershocks?	It should be discussed with the students that an earthquake could result to other hazards such as ground shaking, building collapse, tsunami, liquefaction, fire and/or landslides. For families residing near bodies of water, preparedness on these possible related hazards should also be considered in their respective preparedness plan.
d. Are we prepared for possible effects of aftershocks such as fires, further damage to house/building?	
e. Is our home free of possible fire- triggers after an earthquake?	
f. If we are vulnerable to tsunamis, do we know how to properly evacuate?	
g. Do we know how to preserve or keep food safe after an earthquake?	While some families may not be able to store food for possible occurrence of earthquakes, an alternative strategy is for them to learn food preservation as a survival mechanism.
h. Do we know from whom we can get accurate and credible data/information so as not to contribute to false rumors which may cause panic, etc.?	Accurate information is crucial during disasters and/or emergencies. Each family member should be able to identify reliable sources of information for proper guidance.

VI. References

- Department of Education (2008) *Disaster Risk Reduction Resource Manual: Safer School Resource Manual* Philippines :DepEd, UNICEF and Plan Philippines
- Philippine Institute of Volcanology and Seismology (2014) How safe is my house?: Self-check for Earthquake Safety of Concrete Hollow Block (CHB) Houses in the Philippines, Quezon City, Philippine Institute of Volcanology and Seismology, April 2014
http://www.phivolcs.dost.gov.ph/index.php?option=com_phocadownload&view=file&id=74:house-safe-is-your-house&Itemid=44 Access date: May 2015
- Philippine Institute of Volcanology and Seismology (2009) Earthquake: Are you prepared? Quezon City, Philippine Institute of Volcanology and Seismology, June 2009 revised 2013
http://www.phivolcs.dost.gov.ph/index.php?option=com_phocadownload&view=file&id=71:earthquake-are-you-prepared&Itemid=44 Access date: May 2015
- Villegas MMM (2012) Earthquake Preparedness in School 'Disaster risk reduction and management manual for Science and Mathematics teachers' Department of Science and Technology Science Education Institute Reprinted 2012 pp 161-169
- Villegas MMM (2012) Earthquake and Earthquake Hazards 'Disaster risk reduction and management manual for Science and Mathematics teachers' Department of Science and Technology Science Education Institute Reprinted 2012 pp 170-175

Republic of the Philippines
 Department of Education
 Region X- Northern Mindanao
 DIVISION OF MALAYBALAY CITY
 DISTRICT OFFICE
 SCHOOL NAME
 School Address

FAMILY EARTHQUAKE PREPAREDNESS HOMEWORK
CLASSROOM TABULATION SHEET
Grade Level and Section
 (for class advisers)

Class Enrollment (SY 2018-2019): _____
Total No. of Participants: _____
Percentage of Participation: _____
Date Accomplished: _____

A. Before an earthquake

Question	Yes (Total no. of participants who answered "Yes")	NO (Total no. of participants who answered "No")	Not Sure (Total no. of participants who answered "Not Sure")
a) Do we know the emergency numbers and contact details of the local fire department, police, hospitals and barangay officials?			
b) Do we all know where the nearest safe evacuation area from our house is in the event of an earthquake?			
c) Do we all know the earthquake evacuation plan at our school/workplace?			
d) Do we know how to evacuate infants/children, persons with disabilities, and/or the elderly in our house?			
e) Do all family members know the initial response during an earthquake (Duck-Cover-Hold)?			
f) Are overhead shelves/cabinets at home free of heavy objects that may injure people?			
g) Are heavy furniture, cupboards, and other heavy appliances strapped/bolted to the walls/floor?			
h) Do we store food and drinking water for possible earthquakes?			
i) Do we all know if we are near any body of water? E.g. lake, sea, river			
j) As a result of an earthquake, do we all know if we are vulnerable to possible tsunamis?			

Question	Total No. of participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness before an earthquake.					

B. During an earthquake and initial shaking

Question	Total no. of participants who answered the question correctly.	Total no. of participants who answered the question incorrectly
a) If the earthquake happens while travelling, what will be our initial response?		
b) If the earthquake happens while at home, what will be our initial response?		
c) If the earthquake happens while at home, how do we proceed with the evacuation?		
d) If the earthquake happens while travelling, where do we meet?		
e) If someone in the family or someone who lives with us is injured, what should be our initial response?		
f) If we are trapped inside the house, what do we do?		
g) If the designated evacuation area is damaged, where is our alternative?		
h) If communication is down, how long are we going to wait for each other at the designated meeting place?		

Question	Total No. of participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness during an earthquake.					

C. After an earthquake and initial shaking

Question	Yes (Total no. of families who answered "Yes")	NO (Total no. of families who answered "No")	Not Sure (Total no. of families who answered "Not Sure")
a) Do we know the contact numbers of persons in our household?			
b) Do we know when to evacuate?			

c) Do we know that we should not go back to our homes/buildings due to possible effects of aftershocks?			
d) Are we prepared for possible effects of aftershocks such as fires, further damage to house/building?			
e) Is our home free of possible fire triggers after an earthquake?			
f) If we are vulnerable to tsunamis, do we know how to properly evacuate?			
g) Do we know how to preserve or keep food safe after an earthquake?			
h) Do we know from whom we can get accurate and credible data/information so as not to contribute to false rumors which may cause panic, etc.?			

Question	Total No. of participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness after an earthquake.					

Prepared by:

Adviser

Republic of the Philippines
 Department of Education
 Region X- Northern Mindanao
 DIVISION OF MALAYBALAY CITY
 DISTRICT OFFICE
 SCHOOL NAME
 School Address

FAMILY EARTHQUAKE PREPAREDNESS HOMEWORK
SCHOOL TABULATION SHEET
(for school DRRM coordinators)

Total Enrollment (SY 2018-2019) : _____
Total No. of Participants : _____
Percentage of Participation : _____
Date Accomplished : _____

A. Before an earthquake

Question	Yes (Total no. of participants who answered "Yes")	No (Total no. of participants who answered "No")	Not Sure (Total no. of participants who answered "Not Sure")
a) Do we know the emergency numbers and contact details of the local fire department, police, hospitals and barangay officials?			
b) Do we all know where the nearest safe evacuation area from our house is in the event of an earthquake?			
c) Do we all know the earthquake evacuation plan at our school/workplace?			
d) Do we know how to evacuate infants/children, persons with disabilities, and/or the elderly in our house?			
e) Do all family members know the initial response during an earthquake (Duck-Cover-Hold)?			
f) Are overhead shelves/cabinets at home free of heavy objects that may injure people?			
g) Are heavy furniture, cupboards, and other heavy appliances strapped/bolted to the walls/floor?			
h) Do we store food and drinking water for possible earthquakes?			
i) Do we all know if we are near any body of water? E.g. lake, sea, river			

Question	Total No. of Participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness before an earthquake.					

B. During an earthquake and initial shaking

Question	Total no. of participants who answered the question correctly.	Total no. of participants who answered the question incorrectly
a) If the earthquake happens while travelling, what will be our initial response?		
b) If the earthquake happens while at home, what will be our initial response?		
c) If the earthquake happens while at home, how do we proceed with the evacuation?		
d) If the earthquake happens while travelling, where do we meet?		
e) If someone in the family or someone who lives with us is injured, what should be our initial response?		
f) If we are trapped inside the house, what do we do?		
g) If the designated evacuation area is damaged, where is our alternative?		
h) If communication is down, how long are we going to wait for each other at the designated meeting place?		

Question	Total No. of participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness during an earthquake.					

C. After an earthquake and initial shaking

Question	Yes (Total no. of participants who answered "Yes")	No (Total no. of participants who answered "No")	Not Sure (Total no. of participants who answered "Not Sure")
a) Do we know the contact numbers of persons in our household?			
b) Do we know when to evacuate?			
c) Do we know that we should not go back to our homes/buildings due to possible effects of aftershocks?			
d) Are we prepared for possible effects of aftershocks such as fires, further damage to house/building?			
e) Is our home free of possible fire triggers after an earthquake?			

f) If we are vulnerable to tsunamis, do we know how to properly evacuate?			
g) Do we know how to preserve or keep food safe after an earthquake?			
h) Do we know from whom we can get accurate and credible data/information so as not to contribute to false rumors which may cause panic, etc.?			

Question	Total No. of Participants who answered:				
	1	2	3	4	5
In a scale of 1 - 5 with 1 being the lowest and 5 being the highest, describe your level of preparedness after an earthquake.					

Prepared by:

School DRRM Coordinator

Noted:

School Head