



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF DAGUPAN CITY

Office of the Schools Division Superintendent

Division Memorandum No. 053, 2020

MEMO TO : Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD & CID
 Education Program Supervisors
 Public Schools District Supervisors
 All SDO Dagupan Personnel

FROM : MARIA CELIA JUNIO FERNANDEZ, EdD, MDM-SEC
 Schools Division Superintendent

SUBJECT : CONDUCT OF THE CY 2020 1ST QUARTERLY NATIONWIDEME:
 SIMULTANEOUS EARTHQUAKE DRILLS

DATE : March 04, 2020

RELEASE
 SDO-DAGUPAN
 BY: 888
 DATE 3-4-2020
 TRACKING NO. 4134

DEPED
RECEIVED
 DATE: 3-0-2020
 YNANTE B. INFANTE
 OFFICER

- In view of Memorandum No. 140, s. 2018 issued by the National Disaster Risk Reduction and Management Council (NDRRMC), offices across all levels of the Department and Schools are enjoined to participate in the 2020 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) on March 12, 2020 at 02:00PM.
- All schools are strongly encouraged to closely collaborate and ensure to invite representative from following as part of the Post-evaluation team: the BDRRM Council, PTA Officers, other DRRM partner stakeholders/agencies to help evaluate what needs to be improved in the Schools preparedness measure in times of earthquake or emergencies.
- Proper dissemination and post-activity evaluation of said drills are required. All field offices are advised to make necessary preparations to ensure that the required reports are submitted on time. (Below is the time frame for the report submission and Please see Annex "A" for Submission Report Guidelines).

Level of DRRM Coordinators	Reporting Activity	No. of Days	To Copy Furnish
School DRRM Coordinators	Submit reports with picture to Division DRRM Coordinators	Not later than two (2) days	School Principal
Division DRRM Coordinators	Consolidate and submit NSED reports with pictures to Regional DRRM Coordinator	Not later than ten (10) days	Schools Division Superintendent
Regional DRRM Coordinator	Consolidated and submit NSED reports with pictures to DRRMS	Not later than twenty (20) days	Regional Director

- All e-copy of school reports (with photos) shall be sent to the Division DRRM Coordinator at elvira.villamor@deped.gov.ph for consolidation.
- For your information, guidance and strict compliance.



Address: DepEd SDO, Burgos St., Dagupan City
 Telephone No.: (075)615-2645/(075)615-2641
 Email Address: dagupan.city@deped.gov.ph



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SCHOOL REPORT ON THE QUARTER _____
 NATIONAL SIMULTANEOUS EARTHQUAKE DRILL _____

School ID: _____ Total No. of participants: _____
 School Name: _____ Date Conducted: _____

DATA NEEDED	REMARKS	DETAILS
Total Number of participants:		Male _____ Female _____ CIVD male _____ CIVD female _____
Pupils/learners/students		
School personnel:		
a. Teaching		Male _____ Female _____
b. Non-teaching		Male _____ Female _____
Parents		Male _____ Female _____
Local sangay officials		Male _____ Female _____
Evaluators		Male _____ Female _____
Other agencies		Male _____ Female _____
School coordinated with the Local Disaster Risk Reduction And Management Council.	YES NO	
School conducts orientation on earthquake and discuss preparedness measures prior to conduct of NSED	YES NO	
School mapped out personnel and/or telephone information and contact number	YES NO	
School conducted post-evaluation of the drill.	YES NO	
Common issues and concerns encountered during the actual conduct of the drill (please enumerate; use another sheet if necessary)		
Was there any unforeseen incident that happened during the conduct of the NSED? Please provide an explanation on another sheet, if any.		
Learnings/insights noted:		
a) from students		
b) from teachers		
c) from parents		
Evaluation results and recommendations		(Use attached e-copy of the form)

Kindly submit photocopies of attendance sheets. Please select 6-7 best pictures with captions which are raw photos to be sent along with the report to the Schools Division Office through the DRRM-EPD Unit via e-mail. In case of non-participation to the NSED, the School shall inform the Division Office of the reason together with the alternative plan relative thereto.

Prepared by: _____

APPROVED: _____

Name/Signature: _____

Name/Signature: _____

School DRRM Coordinator

School Head/Principal

CONTROLLED COPY MASTER COPY

SDO-SGOD-DRRM-QF-001



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SCHOOL REPORT ON THE QUARTER 1 NATIONAL SIMULTANEOUS EARTHQUAKE DRILL 2020

School ID: _____

Total No. of participants: _____

School Name: _____

Date Conducted: _____

Questions	Answers	Remarks
Total Number of participants:		
- Pupils/learners/students		Male ___ Female ___ CWD male ___ CWD female ___
- School personnel (teaching)		Male ___ Female ___
- (non-teaching)		Male ___ Female ___
- Parents		Male ___ Female ___
- LGUs/ barangay officials/		Male ___ Female ___
- Evaluators		
- Other agencies		Male ___ Female ___
School Coordinated with the Local Disaster Risk Reduction And Management Council	YES _____ NO _____	
School Conducted orientation on earthquake & discuss preparedness measures prior to conduct of NSED	YES _____ NO _____	
School mapped out personnel and/or learners information and contact number	YES _____ NO _____	
School conducted post-evaluation of the drill.	YES _____ NO _____	
Common issues and concerns encountered during the actual conduct of the drill (please enumerate; use another sheet if necessary)		
Were there any untoward incident that happened during the conduct to the NSED? Please provide an explanation on another sheet, if any.		
Learnings/insights noted -from student -from teacher -from parents		
Evaluation Results & recommendations		

Kindly attach photocopies of attendance sheets. Please select 6-7 best pictures with captions which are raw photos to be sent along with this report to the Schools Division Office through the DRRM-EFU unit via-email. In case of non-participation to the NSED, the schools shall inform the Division Office of the reason together with the alternative plan relative thereto.

Prepared by:

Approved by:

Name: _____

Name: _____

Position: School Disaster Risk Reduction Focal Person

Position: School Head/Principal

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