



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

RELEASE
 SDO-DAGUPAN
 BY: [Signature]
 DATE: MAR 04 2021
 TRACKING NO. 655

Office of the Schools Division Superintendent

Division Memorandum No. 52, 2021

MEMO TO : **Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD & CID
 Education Program Supervisors
 Public Schools District Supervisors
 All School Heads
 Division Disaster Risk Coordinator
 All School Disaster Risk Coordinators
 All SDO Dagupan Teaching and Non-Teaching Personnel**

FROM : **AGUENDO C. FERNANDEZ, CESO VI**
 OIC, Schools Division Superintendent [Signature]

SUBJECT : **REITERATION OF THE SCHEDULE FOR THE CONDUCT OF
 THE CY 2021 QUARTERLY ON THE NATIONWIDE
 SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

DATE : **March 4, 2021**

1. In connection to the approved NDRRMC Memorandum No. 08, s. 2021 "Conduct of the CY 2021 Quarterly Nationwide Simultaneous Earthquake Drill", offices across all levels of the Department and Schools are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED), with schedule as follows:

Quarter	Date	Time
1 st Quarter	11 March 2021	2:00 PM
2 nd Quarter	10 June 2021	09:00 AM
3 rd Quarter	09 September 2021	2:00 PM
4 th Quarter	11 November 2021	09:00 AM

2. Due to the limitation in the conduct of mass gatherings and in adherence to the COVID-19 required health standards, **NSED exercises requiring physical interaction, particularly evacuation drills in DepEd offices and schools are hereby suspended.**
3. However, all DepEd personnel and learners are enjoined to simultaneously practice the "duck, cover and hold" procedure on the schedules hereto stated wherever the locations are (offices, homes, other places). Other exercises such as virtual earthquake drills, tabletop, and functional



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exercises may also be done, while adhering to the minimum public health standards.

4. To ensure awareness and preparedness on the impending threat of the inevitable occurrence of an earthquake, even in the midst of the pandemic, **Information, Education and Communication (IEC) campaign on NSED using distant means must be intensified.** NDRRMC Memorandum No. 71, s. 2020, the IEC for NSED during the COVID-19 pandemic shall highlight the following among others:
 - a. Conduct earthquake evacuation while adhering to minimum public health standards based on policies and guidelines of the IATF, the DOH, the OCD, the Department of Science and Technology-Philippine Institute of Volcanology and Seismology (DOST-PHIVOLCS) and other relevant organizations.
 - b. Develop and update preparedness and response plans with consideration on the situation brought about by the COVID-19 pandemic.
 - c. Prepare the emergency survival bag or "Go Bag" with the inclusion of health-related personal protective equipment and items such as face masks and sanitation solutions
 - d. Equip the Disaster Risk Reduction and Management team or similar entities with health-related personal protective equipment and items; and
 - e. Promote the gender-sensitivity and inclusiveness in all relevant earthquake preparedness and responsive activities.
5. In addition, existing earthquake contingency plans of regional and division offices, and schools shall be updated to incorporate scenarios, mechanisms, and arrangements that are reflective of the current COVID-19 situation. To ensure minimum public health standards in the conduct of such, remote coordination and online workshops are encouraged.
6. The post-NSED activities, self-evaluation and processing of the NSED within respective areas of jurisdiction is encouraged and **NO** external evaluators should be mobilized after the conduct NSED. The Office of the Civil Defense (OCD) shall prepare and disseminate an online Exercise Evaluation Guide (EEG), for this matter. Evaluation must be submitted.
7. Proper documentation and post-activity evaluation of said drill are required. All field offices are advised to make necessary preparations to ensure that the required reports are submitted on time, as indicated in **(Annex A)**. Also attached is the NDRRMC Memorandum No. 71, s. 2020, for your reference.
8. For questions or clarifications, you may contact Mrs. Elvira Nicolas-Villamor of the Schools Division Office (SDO) through DRRM @ 075-615-2647 with e-mail address elvira.villamor@deped.gov.ph
9. For your information, guidance and strict compliance.



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Annex A: Guidelines on the Quarterly Submission of the 2021 Nationwide Simultaneous Earthquake Drills (NSED) Reports.

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

For Schools:

1. The School DRRM Coordinators shall fill-out a google form link: <https://tinyurl.com/DepEdSchoolTemplate1QNSED2021>, response will be emailed automatically.
2. The School DRRM Coordinators shall print the emailed filled – out forms (**Annex B Sample Printed Filled-out Form**) to be signed by the corresponding School DRRM Coordinator and School Head, which will be considered as the official report.
3. The signed form with attached pictures of NSED practices and initiatives shall be submitted to the respective Division DRRM Coordinators **not later than two (2) working days, after the schedule of the quarterly NSED.**

For Schools Division Offices

1. The Division DRRM Coordinators must consolidate NSED reports and pictures from School DRRM coordinators.
2. Consolidated NSED reports and pictures must be submitted by the Division DRRM Coordinators copy furnished their respective Schools Division **Superintendent not later than (7) working days, after the schedule of the quarterly NSED.**
3. The Division DRRM Coordinators shall keep a copy of the submitted report for future reference, as necessary.

For Regional Offices

1. The Regional DRRM Coordinators must consolidate NSED reports and instructions pictures from the Division DRRM Coordinators.
2. Consolidated NSED reports and pictures must be submitted by the Regional DRRM Coordinators to the DRRMS via email drmmo+NSED@deped.gov.ph copy furnished their respective Regional Directors **NOT later than the fourteen (14) working days, after the schedule of the quarterly NSED.**
3. Regional DRRM Coordinators should use the naming convention below for emails:

1st Quarter NSED: [CY 2021 1QNSED] Report_<Region>

2nd Quarter NSED: [CY 2021 2QNSED] Report_<Region>

3rd Quarter NSED: [CY 2021 3QNSED] Report_<Region>

4th Quarter NSED: [CY 2021 4QNSED] Report_<Region>

4. Cut-off time for all deadlines will be at 5:00PM. The DRRMS will provide the regions and divisions daily updates of the NSED responses from the google form. The official number of schools participated in NSED will be based on the consolidated NSED Report signed by the Regional Director or authorized official from the regional office to be submitted to DRRMS.



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