



Republic of the Philippines
Department of Education

REGION I
 SCHOOLS DIVISION OF DAGUPAN CITY

RELEASED
 SBG-DAGUPAN
 DATE 09/06/21
 TRACK 2629

Office of the Schools Division Superintendent

Division Memorandum No. 238, 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 : *Aguedo C. Fernandez*
AGUEDO C. FERNANDEZ, CESO VI
 Assistant Schools Division Superintendent
 OIC, Schools Division Superintendent

SUBJECT : **REITERATION OF PARTICIPATION TO THE 2021 3rd
 QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE
 DRILL (NSED) ACTIVITIES**

DATE : **September 2, 2021**

- In relation to the approved National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 90, s. 2021 titled "Participation to the Third Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities," the Office of the Undersecretary for Administration (OUA), through the Disaster Risk Reduction and Management Service (DRRMS), enjoins schools and offices across all levels of the Department of Education (DepEd) to participate in the **2021 3rd Quarter Nationwide Simultaneous Earthquake Drill (NSED)**.
- Kindly refer to the following schedule of activities with its respective registration links:

Activity	Date	Time	Registration Link
School-Based DRRM Webinar: Roles and Functions during Drills and Exercise	03 September 2021	9:30AM-12:00 NN	https://bit.ly/3CzvLaS
3 rd Quarter Ceremonial Pressing of the Button	09 September 2021	8:00 AM	https://bit.ly/3fKt8sX



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3. Given that students are on summer vacation, all are still encouraged to participate in the above-mentioned activities, which promote earthquake preparedness and disaster resiliency while observing the COVID -19 required health standards.
4. In order to further raise awareness regarding the earthquake drill, DRRM coordinators are encouraged to:
 1. Intensify the information, Education and Communication (IEC) campaign by displaying earthquake preparedness measures at the offices and school bulletins or through online forums such as social media platforms and video conferences.
 2. Discuss results of Family Earthquake Preparedness' Homework to the PTA and barangay officials for consideration in the school and community preparedness, planning, as mandated in DO No. 27, s. 2015.
 3. Distribute maps containing evacuation routes and sites (at school or community) in coordination with LDRRMOs/BDRRMCs
 4. For more information, kindly refer to Enclosure No.1² in DepEd Order No. 48 s. 2012.
 5. Additional preparedness and response measures are listed in Enclosure 2³ of DepEd Order No. 33, s. 2021.
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 the activities, remote coordination and online workshops are encouraged.
6. Proper documentation and post-activity evaluation are required. Therefore, all field offices are advised to make necessary preparations so that the required reports are submitted on time. Attached are the guidelines for the submission of the 3rd Quarter NSED Reports (**AnnexA**).
7. For more information, please refer to the attached NDRRMC Memorandum No. 90, s. 2021 titled "*Participation to the Third Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities,*" and NDRRMC Memorandum No. 71, s. 2020, titled '*Interim Guidelines in the Conduct of the NSED.*'
8. For queries and concerns, 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 Submission of the 2021 3rd Quarter Nationwide Simultaneous Earthquake Drill (NSED) Reports

All schools, schools division offices and regional offices should thoroughly follow the guidelines below. Non-compliance is considered as non-acceptance of the reports.

3rd Quarter NSED Google Forms:

1. The School DRRM Coordinators shall fill out a Google Form link which is clustered into three (3), namely for schools in:
 - a. Luzon <https://bit.ly/LuzonSchools3QNSSED>
 - b. Visayas <https://bit.ly/VisayasSchools3QNSSED>
 - c. Mindanao <https://bit.ly/MindanaoSchools3QNSSED>
2. The Region and Division DRRM Coordinators shall also fill out a Google Form link specific for their respective offices:
 - a. Division <https://bit.ly/DivisionTemplate3QNSSED>
 - b. Region <https://bit.ly/RegionalTemplate3QNSSED>
3. The School, Division and Region DRRM Coordinators shall accomplish the Google Form **not later than five (5) working days after the quarterly NSED.**
4. In case that schools are not able to access or fill out the Google Form due to internet connectivity issues, they may opt to use the attached reporting template (**Annex B. School Reporting Template**) and submit a copy through email to the respective Division DRRM Coordinator **not later than ten (10) working days after the quarterly NSED.**

Consolidation of Reports

1. The DRRMS will provide the regions and divisions daily updates of the NSED report submission after the quarterly NSED.
2. The DRRMS will provide the regions and divisions the final consolidated report **ten (10) working days after the quarterly NSED** and it shall be vetted by the Division DRRM coordinators.
3. The Division DRRM coordinators shall vet the final consolidated report. Should they find schools that are not included, kindly add and have the file be signed by the Schools Division Superintendent (SDS) and submit to the respective Regional DRRM Coordinators, copy furnishing the respective SDS not later than **thirteen (13) working days after the quarterly NSED.**
4. The Regional DRRM coordinators must consolidate the NSED reports from Division DRRM coordinators and send them to the DRRMS via email drmo+NSED2021@deped.gov.ph, copy furnishing the respective Regional Directors not later than **sixteen (16) working days, after the quarterly NSED.**
5. The official number of schools that participated in the NSED will be based on the final consolidated NSED report signed by the Regional Director or the authorized official from the regional office and submitted to the DRRMS.



**ANNEX B. REPORT ON THE 3RD QUARTER NATIONAL SIMULTANEOUS
 EARTHQUAKE DRILL (NSED)**

Date Conducted: _____

I. Baseline Data	
A	Region
B	Division
C	Name of School
D	School ID
E	Number of Learners
F	Number of School Personnel (teaching and non-teaching)

	Question	Answer	Remarks
II. PRE-NSED			
A	Did the school coordinate with LDRRMO/BDRRMC as part of the preparation for the actual conduct of NSED? (Yes/No)		
B	Did the school conduct an orientation to learners and personnel on earthquake preparedness measures and the conduct of NSED? (Yes/No)		
III. ACTUAL NSED			
A	Total no. of school personnel (teaching and non-teaching) that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
B	Total no. of learners that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
IV. POST-NSED			
A	Did the school DRRM team facilitate post-evaluation of the NSED? (Yes/No)		

V. ISSUES AND CONCERNS	
Instruction: Please mark check (✓) all issues and concerns experienced in conducting National Simultaneous Earthquake Drill (NSED)	
	Lack of/limited communication equipment (internet, cellphone, two-way radio, etc.)
	Lack of/limited early warning system (bells, megaphones, alarms, etc.)
	Limited First Aid kit
	Limited rescue equipment
	Limited no. of Go Bags

	Improper practice of Duck, Cover & Hold
	Non-compliance to minimum health protocols (physical distancing during the evacuation, use of facemask, etc.)
	Others (specify)

Prepared by:

Approved by:

Name		Name
SDRRM Coordinator		School Head/Principal