



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

RELEASE
 SDO DAGUPAN
 BY: *plg*
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Office of the Schools Division Superintendent

Division Memorandum No. 294, 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
 OIC, Schools Division Superintendent *AG*

SUBJECT : REITERATION OF PARTICIPATION TO THE 2021 4TH
 QUARTER NATIONWIDE SIMULTANEOUS
 EARTHQUAKE DRILL (NSED) ACTIVITIES

DATE : November 08, 2021

1. In relation to the approved National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 132, s. 2021 titled '*Participation to the Fourth 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 4th Quarter Nationwide Simultaneous Earthquake Drill (NSED)**.
2. Kindly refer to the schedule of activities with its respective registration links:

| Activity | Date | Time | Registration Link |
|---|------------------|---------|---|
| Disaster Preparedness Webinars for PWDs, Victims of Disasters and Calamities and Fisherfolk | November 9, 2021 | 9:00 AM | http://bit.ly/3GgnvOL |



Address: DepEd SDO, Burgos St., Dagupan City
 Telephone No.: (075)615-2645/(075)615-2641
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Annex A

Guidelines on the Submission of the 2021 4th Quarter Nationwide Simultaneous Earthquake Drills (NSED) Reports.

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

4th Quarter NSED Google Forms:

1. The School DRRM Coordinators shall fill-out a Google Form Link which is clustered for Luzon schools in:
<https://bit.ly/LuzonSchools4QNSEd>
2. The Region and Division DRRM Coordinators shall also fill out a Google Form Link which is clustered specific for their respective offices:
 - a. Division <https://bit.ly/DivisionTemplate4QNSEd>
 - b. Region <https://bit.ly/REgionalTemplate4QNSEd>
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 the school is 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 e-mail 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 submissions after the quarterly NSED.
2. The DRRMS will provide the regions and divisions 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 the 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 final 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 DRRMS.



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| | | | |
|---|-------------------|---------|---|
| 4 th Quarter Ceremonial Pressing of the button | November 11, 2021 | 8:00 AM | http://bit.ly/3Cftnp8 |
|---|-------------------|---------|---|

4. However, due to the limitations in the conduct of mass gatherings and adherence to COVID-19 health protocols, NSED exercises requiring physical interaction **particularly evacuation drills in DepEd offices and schools, are hereby suspended.** However, all DepEd personnel and learners are enjoined to practice the “**duck, cover, and hold**” procedure simultaneously at the set time.
5. In order to further raise awareness regarding the earthquake drill, DRRM Coordinators are encouraged to:
 1. Participate in activities in observance of the World Tsunami Awareness Day on 5 November 2021.
 2. Intensify the Information, Education, and Communication (IEC) campaign by displaying earthquake preparedness measures in offices and school bulletins or through online forum such as social media platforms and video conferences.
 3. Discuss results of Family Earthquake Preparedness Homework with the PTA and barangay officials for consideration in the school and community preparedness planning, as mandated in the DO No. 27, s. 2015.
 4. Distribute maps containing evacuation routes and sites (at school or community) in coordination with LDRRMOs/BDRRMCs.
6. For more details kindly refer to Enclosure NO. 1² of DepEd Order No. 48 s. 2012. Additional preparedness and response measures are listed in the Enclosure 2³ of DepEd Order No. 33, s. 2021.
7. 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 4th Quarter NSED Reports (**Annex A**).
8. For more information, please refer to NDRRMC Memorandum No. 132, s 2021 titled *Participation to the Fourth Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities,* and NDRRMC Memorandum No. 71, s. 2020, titled *Interim Guidelines in the conduct of NSED.*
9. For queries and concerns on the aforementioned matters, you may contact Mrs. Elvira Nicolas-Villamor of the Schools Division Office (SDO) through DRRM @ 09485165552 with e-mail address at elvira.villamor@deped.gov.ph
10. For your information, guidance and strict compliance.



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ANNEX B

**REPORT ON THE 4TH 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) | | |

| 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 |