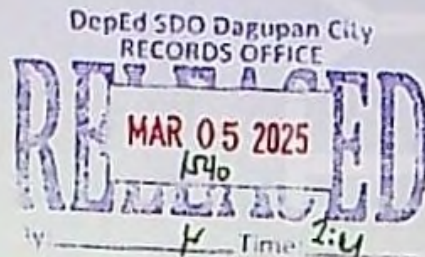




Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF DAGUPAN CITY



Office of the Schools Division
 Superintendent

March 04, 2025

DIVISION MEMORANDUM

No.: 114, s. 2025

CONDUCT OF THE NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD & CID
 Education Program Supervisors
 Public Schools District Supervisors
 All Public and Private School Heads
 Division Disaster Risk Reduction and Management Coordinator
 All School DRRM Coordinators
 All SDO Dagupan Teaching and Non-Teaching Personnel

- Pursuant to the approved NDRRMC Memorandum No. 27, series 2025 "*Conduct of the CY 2025 Nationwide Simultaneous Earthquake Drill*", all schools and DepEd offices are enjoined to participate in the Quarterly Nationwide Simultaneous Earthquake Drill (NSED) with schedule as follows:

Quarter	Date	Time
1 st Quarter	March 13, 2025	2:00 PM
2 nd Quarter	June 19, 2025	9:00 PM
3 rd Quarter	September 11, 2025	2:00 PM
4 th Quarter	November 6, 2025*	9:00 PM

- Additionally, NDRRMC Memorandum No. 06, s. 2023, allowed the resumption of the conduct of traditional or in-person Nationwide Simultaneous Earthquake Drill since the beginning of the first quarter of 2023. Therefore, it is recommended to design and implement other forms of exercises based on needs assessment, aside from evacuation drills, to scale up overall earthquake preparedness. Furthermore, coordination with local government units (LGUs) and community stakeholders, as well as conduct of post-drill review, coordinated assessments, and evaluations shall be conducted. This is to ensure effective implementation of contingency plans and improves future preparedness efforts.



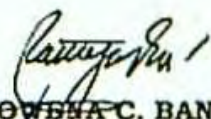
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3. To increase awareness and enhance preparedness for the impending threat of the inevitable occurrence of an earthquake, even amid the pandemic, the **Information, Education, and Communication (IEC)** campaigns in NSED using distant means should be continuously intensified. A copy of NSED materials can be accessed through <https://bit.ly/DepEdNSED2025>.
4. After each drill, the DRRM Teams must review and update their earthquake contingency plans, integrating new operational strategies and lessons learned to identify gaps.
5. For the post-NSED activities, the self-evaluation and processing of the NSED Within respective areas of jurisdiction are encouraged after the conduct of NSED. Proper documentation and post-activity evaluation of said drill are required. All field offices should ensure that the required reports are submitted on time, as indicated in Annex A. Also attached is the NDRRMC Memorandum No. 027, s. 2025 for reference.
6. For further information and clarification, you may contact the Division DRRM Coordinator, **Ms. Elvira N. Villamor** via email at elvira.villamor@deped.gov.ph.
5. Information and immediate dissemination of this memorandum is desired.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



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ANNEX A:

Guidelines on the Quarterly Submission of the 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

All DepEd Regional Offices, Schools Division Offices, and schools should thoroughly follow the guideline below:

I. Schools-Based NSED

For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B - Template 1**), to be signed by the School Head.
2. Guidelines on the photo and video documentation are in **Annex C**.
3. The signed form with attached photo and video documentation of NSED practices and initiatives shall be submitted to the respective Division DRRM Coordinators **not later than five (5) 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 (**Annex B - Templates 3**).
2. Consolidated NSED reports and pictures from schools must be submitted by the Division DRRM Coordinators to the DRRMS via email drmo@deped.gov.ph **not later than fifteen (15) working days, after the schedule of the quarterly NSED.** Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of division Consolidated Report (School-Based NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

3. Division DRRM Coordinators are requested to submit at least **five (5) best**



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SDO - DAVAO DEL NORTE



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 SCHOOLS DIVISION OF DAGUPAN CITY

Office of the Schools Division
 Superintendent

- pictures from their divisions. Soft copies are to be attached to their report.
4. Division DRRM Coordinators should use the naming convention below as subject line for emails:

- 1st Quarter NSED: [CY 2025 1 QNSED] Report_ <Region-Name of SDO>
- 2nd Quarter NSED: [CY 2025 1 QNSED] Report_ <Region-Name of SDO>
- 3rd Quarter NSED: [CY 2025 1 QNSED] Report_ <Region-Name of SDO>
- 4th Quarter NSED: [CY 2025 1 QNSED] Report_ <Region-Name of SDO>

Example: [CY 2025 1 QNSED] Report_Region I-SDO Dagupan City

5. The cut-off time for all deadlines will be at 5:00 PM. The official number of schools participating in the NSED will be based on the consolidated NSED report signed by the Schools Division Superintendent (SDS) or authorized official from the division office to be submitted to DRRMS.

II. Office-Based NSED (Regional and Schools Division Offices)

1. All Regional Offices and Schools Division Offices are also enjoined to conduct quarterly NSED in their respective offices. The Regional/Division DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B- Template 2**), to be signed by the Regional Director/Schools Division Superintendent, respectively.
2. The Regional DRRM Coordinators must consolidate NSED reports and pictures from Schools Division Offices (**Annex B - Template 4**).
3. Consolidated NSED reports and pictures from Division Offices must be submitted by the Regional DRRM Coordinators to the DRRMS via email drmo@deped.gov.ph not later than fifteen (15) working days, after the schedule of the quarterly NSED. Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of division Consolidated Report (School-Based NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
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4. Regional DRRM Coordinators should use the naming convention below as subject line for emails:

1st Quarter NSED: [CY 2025 1 QNSEED] Report_ <Name of Region>

2nd Quarter NSED: [CY 2025 1 QNSEED] Report_ <Name of Region>

3rd Quarter NSED: [CY 2025 1 QNSEED] Report_ <Name of Region>

4th Quarter NSED: [CY 2025 1 QNSEED] Report_ <Name of Region>

Example: [CY 2025 1 QNSEED] Report_Region 1

The DRRMS shall submit the national consolidated report (both School-Based and Office-Based NSED) to the Office of the Civil Defense through the Office of the Undersecretary for Operations.



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ANNEX C

Guidelines on the Photo and Video Documentation of Quarterly Nationwide Simultaneous Earthquake Drill

The following guidelines are set for photo and video documentation of the quarterly conduct of NSED in schools and DepEd Offices:

1. Photo and video recordings of quarterly NSED conduct may be used in information and communication materials of the Department, as requested.
2. All materials should display adherence to minimum health protocols such as but not limited to, social distancing and wearing of face masks.
3. The following scenarios must be included in the documentation of the school:
 - a. Learners, personnel, and/or parents/guardians wearing personal protective equipment such as hard hats.
 - b. Learners, personnel, and/or parents/guardians doing the Duck, Cover, and Hold.
 - c. Conduct of coordination/preparatory meeting.
4. The recommended minimum specifications are as follows:
 - a. Photo
 - i. File format : JPG or PNG
 - ii. Dimensions : 4:3 ratio or 16:9 ratio
 - iii. Orientation : Landscape
 - b. Video
 - i. File format : MP4 or MOV (with 1080p or 720p resolution)
 - ii. Dimensions : 1920px x 1080px (16:9)
 - iii. Orientation : Landscape
 - iv. Frame rate : 30fps or 60fps



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ANNEX B



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REPORT ON THE CONDUCT OF QUARTERLY
NATIONWIDE SIMULTANEOUS EARTHQUAKE
DRILL (QNSD)



DATE CONDUCTED: _____
 TIME STARTED: _____
 TIME ENDED: _____

REGION	
DIVISION	
NAME OF SCHOOL	

Pre-Drill	Yes	No	Remarks
With available Go Bags?			
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet, cellphone, two-way radio, etc.)?			
With sufficient space in school/classrooms to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRMO/BDRRMCs?			
Conducted an orientation to learners and school personnel on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Conducted an orientation to parents on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Learners have accomplished the Family Earthquake Preparedness Homework?			
Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?			
Additional Remarks			
Actual Drill	Yes	No	
Conducted "DUCK, COVER, and HOLD"?			
Conducted evacuation drill?			

Other sub-activities conducted (symposium, advocacy campaigns, etc.)			
No. of Personnel (Total Population)			
	Male	Female	Total
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Personnel Participated (Population Head Count)			
	Male	Female	Total
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Learners (Total Population)			
	Male	Female	Total
No. of Learners (Excluding IP, Muslim, and Learners with Disability)			
No. of IP Learners			
No. of Muslim Learners			
No. of Learners with Disability			
<i>Grand Total</i>			
No. of Learners Participated (Population Head Count)			
	Male	Female	Total
No. of Learners (Excluding IP, Muslim, and Learners with Disability)			
No. of IP Learners			
No. of Muslim Learners			
No. of Learners with Disability			
<i>Grand Total</i>			
Post-Drill		Yes	No
Conduct a review of the Contingency Plan?			
Additional Remarks			
Common issues and concerns encountered during the actual conduct of drill			
1			
2			
3			
4			
5 [Add additional item/s when necessary]			

Prepared by:

Noted by:

[School DRRM Coordinator]

Date:

[School Head]

Date: