



Republic of the Philippines  
**Department of Education**  
 REGION V – BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

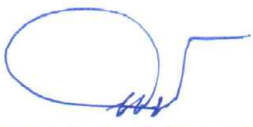
February 28, 2023

DIVISION MEMORANDUM  
 OSDS-SGOD-DM- 089s. 2023

**LIST OF NEWLY DESIGNATED SCHOOL DRRM COORDINATORS, DISTRICT  
 DRRM COORDINATORS FOR ELEMENTARY LEVEL AND ZONAL DRRM  
 COORDINATORS FOR SECONDARY AND INTEGRATED SCHOOLS FOR CY 2023-  
 2026**

To : Office of the ASDS  
 Chiefs, CID and SGOD  
 All Public Schools District Supervisors  
 All School Heads of Secondary and Elementary Schools  
 All School DRRM Coordinators  
 All Others Concerned

1. To ensure proper coordination mechanism for Disaster Risk Reduction and Management related programs and projects and other DRRM related concerns, this office hereby issues the list of Designated School, District and Zonal DRRM Coordinators for CY 2023-2026.
2. Attached is the DRRM Coordination and Information Management Protocol for Schools as per DO 21 s.2015 as well as DO 33 s.2021 or the School-Based Preparedness and Response Measures for Tropical Cyclones, Flooding and other Weather-Related Disturbances and Calamities for your initial references.
3. A Division DRRM Orientation will be conducted after the **2023 DRRM National Planning Conference** which is scheduled to be held on March 6-10, 2023. A separate issuance will be released for this matter.
4. For information and guidance.

  
**SUSAN S. COLLANO**  
 Schools Division Superintendent

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**Department of Education**  
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**DRRM Coordination and Information Management Protocol for Schools**  
(as per DO 21 s.2015)

**SCHOOL DRRM COORDINATOR**

**I. DRRM Roles and Responsibilities**

*Schools shall be the primary source of data as DepEd's frontline service provider to the learners being the primary stakeholders.*

- a. Ensure establishment of Early Warning System (i.e. bulletin board for weather advisories, bell/siren emergency signal among others);
- b. Conduct an annual student-led risk identification and mapping (*DepEd Order No. 23, s.2015*) within and around the school premises to ensure a safe environment that is conducive to teaching and learning;
- c. Maintain close coordination with local DRRM Council on the conduct of preparedness activities and on response needs, among others;
- d. Provide capacity building for teachers, non-teaching staff and learners on DRRM;
- e. Maintain, disseminate, and post relevant and updated emergency hotlines in strategic locations throughout the school;
- f. Posting of safety and preparedness measures and evacuation plans;
- g. Conduct disaster preparedness measures, including but not limited to monthly multi-hazard drills applicable to the school's identified hazards such as earthquake, fire and flood;
- h. Maintain the safekeeping of vital school records and learning materials;
- i. Organize school DRRM team to support the implementation of preparedness and response measures;
- j. Ensure the availability of updated baseline education data of the school;
- k. Integrate DRRM in regular school programs and activities and **School Improvement Plan (SIP)**;
- l. Pre-identify possible Temporary Learning Spaces (TLS);
- m. Monitor effect of hazards, including the use of schools as evacuation center;
- n. Track school personnel during disasters and/or emergencies;
- o. Prepare and submit reports on the effects of hazard;
- p. Ensure implementation of **DepEd Order No. 37, s.2022** or the "*Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the event of Natural Disasters, Power Outages/ Power Interruptions and other calamities*";
- q. Conduct rapid assessment of damages after every hazard and submit RADaR within 72 hours;
- r. Facilitate immediate resumption of classes to track learners;
- s. Monitor recovery and rehabilitation interventions being implemented in the school;







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## II. DRRM Coordination

- a. Acknowledge receipts of advisories and reminders from the SDS and/or the SDO DRRM Coordinator;
- b. Spearhead the conduct of multi-hazard drills and other disaster prevention, mitigation and preparedness activities in the school;
- c. Ensure the conduct of annual student-led risk identification and mapping (*DepEd Order No. 23, s.2015*);
- d. Communicate notable results of risk assessment and other disaster preparedness activities to the SDO;
- e. Serve as the point person for collaborations and coordination with local DRRM Council and other partner organizations;
- f. Ensure that emergency hotlines are maintained, updated and posted;
- g. Ensure the availability of baseline data of schools;
- h. Spearhead relevant and necessary capacity building activities for the school;
- i. Report to the SDO any hazard affecting the school operations such as flood, conflict, fire among others;
- j. Submit situation reports and provide real-time updates to the SDO via the **DRRM Hotline 0929 978 4538**;
- k. Accomplish and submit RADaR within 72 hours after any hazard or emergency;
- l. Track and report progress of recovery and rehabilitation initiatives to the SDO;
- m. Report and update the SDO on the demobilization of evacuation centers in schools;

## III. Information Management Protocol

- a. Immediately after the occurrence of hazard, all affected schools are required to submit the effects in their respective AOR via RADaR App. Schools will receive a notification link via the registered cellphone number in the RADaR App. Once received, schools are instructed to immediately comply with online reporting.
- b. To ensure a back-up file in cases when the actual online system encounters error, a hardcopy of the RADaR (*template is attached*) shall be submitted to this office through the Division DRRM Coordinator stationed at the SGOD Office within 72 hours after the occurrence of hazard.
- c. Generated report will be monitored daily and shall be submitted for VETTING by the Schools Division Superintendent prior to submission to the DRRMS Team.





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- d. In the event of an incident, School shall submit an Incident Report through the Division DRRM Coordinator stationed at the SGOD Office as soon as possible for proper and abrupt validation.
- e. For other concerns such as Needs Assessment, Technical Assistance and other related concerns, a letter request shall be submitted addressed to the School Division Superintendent.

### **DISTRICT AD ZONAL DRRM COORDINATOR**

#### **I. DRRM Roles and Responsibilities**

- a. Maintain close coordination with Municipal DRRM Council on the conduct of preparedness activities and on response needs, among others;
- b. Ensure the availability of updated District DRRM baseline data such as contact details of other School DRRM Coordinator in your AORs;
- c. Monitor effect of hazards, including the use of schools as evacuation center in you AOR;
- d. Track School DRRM Coordinators in your AORs during disasters and/or emergencies;
- e. Ensure implementation of **DepEd Order No. 37, s.2022** or the *“Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the event of Natural Disasters, Power Outages/ Power Interruptions and other calamities”*;

#### **II. DRRM Coordination**

- a. Acknowledge receipts of advisories and reminders from the SDS and/or the SDO DRRM Coordinator;
- b. Ensure the conduct and submission of reports of multi-hazard drills and other disaster prevention, mitigation and preparedness activities in your AORs;
- c. Serve as the point person for collaborations and coordination with Municipal DRRM Council and other partner organizations;
- d. Submit situation reports and provide real-time updates of your AORs to the SDO via the **DRRM Hotline 0929 978 4538**;







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**DISTRICT DRRM COORDINATOR FOR ELEMENTARY LEVEL**

MUNICIPALITY	DISTRICT	SCHOOL ID	SCHOOL NAME	NAME OF SCHOOL DRRM COORDINATOR
BAGAMANOC	NORTH	113154	BUGAO CES	VITALICIO, RONAN MANUEL B.
BAGAMANOC	SOUTH	113161	BAGAMANOC CES	EVANGELISTA, MARIEL V.
BARAS	NORTH	113166	AGBAN CES	TOLEDANA, ANITA P.
BARAS	SOUTH	113173	BARAS CES	TENORIA, RUEL T.
BATO	EAST	113182	BATO CES	ROMERO, MARIFE T.
BATO	WEST	113192	GUINOBATAN ES	RACCA, ARLENET T.
CARAMORAN	NORTH	113198	CARAMORAN CES	BOTBE, ANNA, Z.
CARAMORAN	SOUTH	113217	DATAG CES	SOLSONA, DANIEL S.
GIGMOTO	GIGMOTO	113220	GIGMOTO CES	TIMUAT, MAT MON ROE M.
PANDAN	EAST	113232	TABUGOC CES	INTERIOR. MELBA R.
PANDAN	WEST	113239	PANDAN CES	CASTOR, LUZ B.
PANGANIBAN	PANGANIBAN	113253	PANGANIBAN CES	VILLASANA, MARITES, R.
SAN ANDRES	EAST	113264	SAN ANDRES CES	GIL, MARILYN C.
SAN ANDRES	WEST	113272	CABCAB CES	BEO, MARICEL T.
SAN MIGUEL	NORTH	113290	MABATO CES	VERGARA JAYDE M.
SAN MIGUEL	SOUTH	113305	SAN MIGUEL CES	TEVES, JENELINDO T.
VIGA	EAST	113314	TAMBONGON CES	TUIBEO, VILLA T.
VIGA	WEST	113334	VIGA CES	CAPISTRANO, NORA O.
VIRAC	NORTH	113352	VIRAC PILOT ES	AGUILAR, MYRIN JAVIL
VIRAC	SOUTH	113373	VIRAC CES	JAMERO, CHERILYN, D.

**ZONAL DRRM COORDINATOR FOR SECONDARY LEVEL AND INTEGRATED SCHOOLS**

ZONE	DISTRICT	SCHOOL ID	SCHOOL NAME	NAME OF SCHOOL DRRM COORDINATOR
1	VIRAC	302084	CALATAGAN HS	TIOXON, ROY T.
2	BATO	500032	CABUGAO IS	DELA TORRE, WESLEY R.
3	PANGANIBAN	302095	PANGANIBAN NHS	USERO, DONNEL V.
4	NORTH	302081	CARAMORAN RDHS	PABIA, JOHN NORMAN, D





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Department of Education  
REGION V  
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**SCHOOL DRRM COORDINATORS FOR CY 2023:2026**

**ELEMENTARY SCHOOLS**

MUNICIPALITY	DISTRICT	SCHOOL ID	SCHOOL NAME	NAME OF SCHOOL DRRM COORDINATOR
BAGAMANOC	NORTH	113154	BUGAO CES	VITALICIO, RONAN MANUEL B.
BAGAMANOC	NORTH	113155	CAHAN BARRIO SCHOOL	BONAYON, RICKY C.
BAGAMANOC	NORTH	113156	HINIPAAN ES	IBARDALOZA, JOVERT D.
BAGAMANOC	NORTH	113157	MAVIL ES	MOLINA, GLADYSLYN V.
BAGAMANOC	NORTH	113158	SAGRADA ES	JACOB, CLARENCE V.
BAGAMANOC	NORTH	113159	SAN VICENTE ES	FERNANDEZ, MARICEL L.
BAGAMANOC	SOUTH	113160	BACAK ES	VILLENA, SHARON T.
BAGAMANOC	SOUTH	113161	BAGAMANOC CES	EVANGELISTA, MARIEL V.
BAGAMANOC	SOUTH	113162	PANGCAYANAN ES	TERAZOLA, RHODA, C.
BAGAMANOC	SOUTH	113163	OUIGARAY ES	SUNGUAD, REYNALYN S.
BAGAMANOC	SOUTH	113164	SALVACION ES	CATACUTAN, JHARREL, C
BAGAMANOC	SOUTH	174001	SAN RAFAEL ES	SARMIENTO, ROSVIL D.
BAGAMANOC	SOUTH	113165	SUCHAN ES	VILLAFLORES, JOAN V.
BARAS	NORTH	113166	AGBAN CES	TOLEDANA, ANITA P.
BARAS	NORTH	113167	BENTICAYAN ES	SORIA, MARY JEANE V.
BARAS	NORTH	113168	GENITLIGAN ES	TORRES, MARIBETH F.
BARAS	NORTH	113169	GUINSAANAN ES	DEL BARRIO, CECILLE T.
BARAS	NORTH	113171	SAN MIGUEL ES	TANAEL, RHEA T.
BARAS	NORTH	113170	PURARAN ES	PAMPLONA, ALLAN B.
BARAS	SOUTH	113172	ABIHAO ES	TANAEL, ANDRES GACER JR.
BARAS	SOUTH	113173	BARAS CES	TENORIA, RUEL T.
BARAS	SOUTH	113174	CARAGUMIHAN ES	CLIMACO JUVY R.
BARAS	SOUTH	113175	MACUTAL ES	TAPAR, DENNIS, T.
BARAS	SOUTH	113176	MONING ES	BODOTA IRMA T.
BARAS	SOUTH	113177	PANIQUIHAN ES	DIO, RACHELLE B.
BARAS	SOUTH	113178	PUTSAN-DANAO ES	OGALINOLA EDEN C.
BARAS	SOUTH	113179	SALVACION ES	PAMPLONA, SHARON C.
BARAS	SOUTH	174002	STA. MARIA ES	ALDEA, MARIELE G.
BARAS	SOUTH	113180	TILOD ES	SOLMIANO, DOLORES T.
BATO	EAST	174003	BAGUMBAYAN ES	TISADO, SUSAN, T.
BATO	EAST	113181	BATALAY ES	ICARO, PAULITA V.
BATO	EAST	113182	BATO CES	ROMERO, MARIFE T.
BATO	EAST	113184	BUENAVISTA ES	TENERIFE, ANGELYN T.
BATO	EAST	113185	CAGRARAY ES	MANLANGIT, SHERWYNE T.
BATO	EAST	113186	CARORIAN ES	OBILLO, NOEME B.
BATO	EAST	113187	LIBJO ES	BANAS, BELEN C.
BATO	EAST	113188	MINTAY ES	BARBA, RYAN T.
BATO	EAST	174016	PANANAOGAN ES	ZAFE, RUTH P.
BATO	EAST	113189	SAN PEDRO ES	CADIZ, WILMA T.
BATO	EAST	113190	SAN ROQUE ES	VARGAS, MARICAR T.
BATO	WEST	113192	GUINOBATAN ES	RACCA, ARLENET T.
BATO	WEST	113193	OGUIS ES	TASARRA, CHONA MARIE T.
BATO	WEST	113195	SIPI ES	TRAQUEÑA, ESTELITA R.
BATO	WEST	113194	SIBACUNGAN ES	ARSENIO, RACEL KAY T.
CARAMORAN	NORTH	113198	CARAMORAN CES	BOTBE, ANNA, Z.
CARAMORAN	NORTH	113196	BUENAVISTA ES	BALUTE, MARK ERVIN F.
CARAMORAN	NORTH	113197	CAMBURO ES	TUQUERO, LOSEL F.
CARAMORAN	NORTH	113199	DARIAO ES	GALICIA, MARK ANTHONY P.
CARAMORAN	NORTH	113202	PANIQUE ES	ALDEA, MICHILLE T.
CARAMORAN	NORTH	113200	MABINI ES	ABRAHAM, ROMEO S.
CARAMORAN	NORTH	113203	SAN JOSE ES	SAPICO, JERRY M.
CARAMORAN	NORTH	113204	TUBLI ES	SAN JUAN, JEFRED M.
CARAMORAN	NORTH	113205	TUCAO-MAYSURAM ES	ALBERTO, MA. CARA JOHANNA P.
CARAMORAN	SOUTH	113206	BOCON ES	LUMABI, JOEY B.
CARAMORAN	SOUTH	113217	DATAG CES	SOLSONA, DANIEL S.
CARAMORAN	SOUTH	113207	GUIAMLONG ES	PRIMO, REY REGALADO JR.
CARAMORAN	SOUTH	113208	HITOMA-BULALACAO ES	ORTIZ, BERNADETH F.
CARAMORAN	SOUTH	113209	INALMASINAN ES	SABIDO, RHENALYN CREO



CARAMORAN	SOUTH	113210	IYAO ES	MAGDAHONG, CHARMAINE KAYE A.
CARAMORAN	SOUTH	113211	MAUI ES	SOLERO, JOSEPHINE M.
CARAMORAN	SOUTH	113213	OBI ES	GONZALES, JENNIFER Z.
CARAMORAN	SOUTH	113214	SABLOYON ES	TOGUEÑO, JINKY Y.
CARAMORAN	SOUTH	113215	SALVACION ES	ALFARO, DANILYN L.
CARAMORAN	SOUTH	113216	SUPANG ES	SURBANO, AGNES, C.
GIGMOTO	GIGMOTO	113218	BIONG ES	CHAVEZ, NOLI T.
GIGMOTO	GIGMOTO	113219	DORORIAN ES	GONZALES, CENON B.
GIGMOTO	GIGMOTO	113221	SAN PEDRO ES	BORBE, DONNA MADEL T.
GIGMOTO	GIGMOTO	113223	SIORON ES	BALTAR, ADA ZIPPORAH
GIGMOTO	GIGMOTO	113220	GIGMOTO CES	TIMUAT, MAT MON ROE M.
GIGMOTO	GIGMOTO	174010	D.C. GUERRERO ES	GONZALES, JAYCEE T.
PANDAN	EAST	113224	BALDOC ES	TANIEGRA, MA. LOURDES V.
PANDAN	EAST	113225	CANLUBI ES	TAPAR, AILENE, T.
PANDAN	EAST	113226	HIYOP ES	MORAÑA, TERESITA D.
PANDAN	EAST	113227	JOSE O. VERA ES	LOPEZ, LOURDES TAPAR
PANDAN	EAST	113228	LOURDES ES	IDAVA, SHEILA A.
PANDAN	EAST	113231	SAN ISIDRO ES	GIANAN, MARLENE C.
PANDAN	EAST	113229	MARAMBONG ES	RODRIGUEZ, LIEZEL F.
PANDAN	EAST	113230	POROT ES	CONDENO, BERNARDO F. JR.
PANDAN	EAST	113232	TABUGOC CES	INTERIOR. MELBA R.
PANDAN	WEST	113233	BAGAWANG ES	FERNANDEZ, MERIAM S.
PANDAN	WEST	113234	BALOGNONAN ES	DELEQUENA, BABY JANE A.
PANDAN	WEST	174009	CARUYO PS	MAGDARAOG, RENE C.
PANDAN	WEST	113235	CATAMBAN ES	RODRIGUEZ, NEDDIE E.
PANDAN	WEST	113237	LUMABAO ES	DE LEON, ANA MARIE I.
PANDAN	WEST	113238	OGA ES	ALCANTARA, ELIAS I. JR.
PANDAN	WEST	113239	PANDAN CES	CASTOR, LUZ B.
PANDAN	WEST	113240	PANUTO ES	GAYATIN, MARY JEAN, E.
PANDAN	WEST	113241	SAN ANDRES ES	LOPEZ, JEI B.
PANDAN	WEST	174014	SAN RAFAEL ES	RAVAGO, EDUARD PAUL, T.
PANDAN	WEST	113242	STA. CRUZ ES	VILLAFUERTE, MARK JOSEPH, F.
PANDAN	WEST	113243	TARIWARA ES	EVANGELISTA, KAREN, B.
PANGANIBAN	PANGANIBAN	113245	BABAGUAN CS	ALCANTARA, HILDA, S.
PANGANIBAN	PANGANIBAN	113246	BAYHAN CS	BOBILES, ELENA T.
PANGANIBAN	PANGANIBAN	113247	BURABOD COMM. SCHOOL	VILLARINO, MA. JESSA A.
PANGANIBAN	PANGANIBAN	113248	CABUYOAN ES	OGENA, ANA MARIE VEGA
PANGANIBAN	PANGANIBAN	113250	MABINI ES	CABRERA, BABYLYN R.
PANGANIBAN	PANGANIBAN	113251	MACULIW ES	AMARANTO, LEA V.
PANGANIBAN	PANGANIBAN	113252	PANAY COMM. SCHOOL	BALMACEDA, TERESA A.
PANGANIBAN	PANGANIBAN	113253	PANGANIBAN CES	VILLASANA, MARITES, R.
PANGANIBAN	PANGANIBAN	113254	SAN MIGUEL ES	CERVANTES, JOY B.
PANGANIBAN	PANGANIBAN	113255	TIBO ES	CONCEPCION, HANNE JANE S.
SAN ANDRES	EAST	113256	ALIBUAG ES	MANLAGNIT, JENNIFER P.
SAN ANDRES	EAST	113257	BATONG PALOWAY ES	GIANAN, ESTRELLA R.
SAN ANDRES	EAST	113258	BON-OT ES	SOLERO, GENNA S.
SAN ANDRES	EAST	113259	CARAGNAG ES	BAGADIONG, MERIAM S.
SAN ANDRES	EAST	113260	COMAGAYCAY ES	SOLMIANO, MARY JANE P.
SAN ANDRES	EAST	113261	JOSE RIZAL ES	SARMIENTO, GENNY B.
SAN ANDRES	EAST	113263	PALAWIG ES	TABLIZO, JANOR ELWIN, TATAD
SAN ANDRES	EAST	113264	SAN ANDRES CES	GIL, MARILYN C.
SAN ANDRES	EAST	113265	SAN JOSE ES	TACORDA, SHERRYL P.
SAN ANDRES	EAST	113266	TIMBAAN ES	SOLMIANO PRIMITIVA G.
SAN ANDRES	EAST	113267	YOCTI ES	DELA CRUZ, SHARI MAE T.
SAN ANDRES	WEST	113268	AGOJO ES	MANLAGNIT, RAMON S.
SAN ANDRES	WEST	113269	BAGONG SIRANG ES	CERBITO, JESSICA, M.
SAN ANDRES	WEST	113270	BARIHAY ES	CERICO, RODEL M.
SAN ANDRES	WEST	113271	BISLIG ES	FERNANDEZ, ALEXANDER YVAN P.
SAN ANDRES	WEST	113272	CABCAB CES	BEO, MARICEL T.
SAN ANDRES	WEST	113274	CATAGBACAN ES	NAVALES, DELMA S.
SAN ANDRES	WEST	113273	CABUNGAHAN ES	TABLIZO, RONNIELYN B.
SAN ANDRES	WEST	113275	CODON ES	SIZ, MARIA GESILLE, G.
SAN ANDRES	WEST	113276	DATAG ES	ROMERO, JOSEPH M.
SAN ANDRES	WEST	174005	HILAWAN ES	PIÑERA, MARILYN C.
SAN ANDRES	WEST	113277	JMA (ASGAD) ES	SAMUDIO, RICHMOND KING S.
SAN ANDRES	WEST	113278	MANAMBAG ES	FLORES, LICELL, D.
SAN ANDRES	WEST	113279	MAYGNAWAY ES	LAZARO, BELEN T.
SAN ANDRES	WEST	113280	PUTING BAYBAY ES	SUAISO, MARIA DOLOR C.
SAN ANDRES	WEST	113281	SAN ISIDRO ES	SANTOS, FATIMA B.
SAN ANDRES	WEST	113282	SAN VICENTE ES	RICO S. SORILLA
SAN ANDRES	EAST	113283	TIBANG ES	SALES, PERLA, T.
SAN ANDRES	WEST	113284	TOMINAWOG ES	REBANCOS, CATHERINE S.
SAN MIGUEL	NORTH	113285	ALMA ES	TUAZON, LORAIN, I.



SAN MIGUEL	NORTH	113286	BALATOHAN ES	TATEL, SALLY M.
SAN MIGUEL	NORTH	113287	CAGLATAWAN ES	TORRENTE, ROSE ANN T.
SAN MIGUEL	NORTH	113289	KILIKILIHAN ES	TABIRAO, GLADYS V.
SAN MIGUEL	NORTH	113290	MABATO CES	VERGARA JAYDE M.
SAN MIGUEL	NORTH	113291	PACOGON ES	AGUILAR PINKY D.
SAN MIGUEL	NORTH	113293	PARAISO-A ES	SARAH MARIE T. TINDUGAN
SAN MIGUEL	NORTH	113294	PARAISO-B ES	AMARO, RONALD T.
SAN MIGUEL	NORTH	113297	TOBREHON ES	CADAG, EDDIE T.
SAN MIGUEL	NORTH	113295	SAN MARCOS ES	TAPAR, JANET T.
SAN MIGUEL	NORTH	113298	JMA TUCAO ES	JOAN A. TRESVALLES
SAN MIGUEL	NORTH	113296	SIAY ES	LIZASO, EDNA S.
SAN MIGUEL	SOUTH	113299	BUHI ES	SUMULAT, JASMINA R.
SAN MIGUEL	SOUTH	174015	BOTON PS	TERRAZOLA, SARAH JANE, M.
SAN MIGUEL	SOUTH	113300	DAYAWA ES	TARIO, BEVERLY R.
SAN MIGUEL	SOUTH	113301	KATIPUNAN ES	TUPAS,JEANA T.
SAN MIGUEL	SOUTH	113302	OBO ES	ROMERO, RAQUEL T.
SAN MIGUEL	SOUTH	174007	PANGILAO ES	VALENZUELA, MARJORIE C.
SAN MIGUEL	SOUTH	113303	PATAGAN ES	TOLLEDO, EVANGELINE T.
SAN MIGUEL	SOUTH	113304	SAN JUAN ES	NYMPHA T. TUMPANG
SAN MIGUEL	SOUTH	113305	SAN MIGUEL CES	TEVES, JENELINDO T.
SAN MIGUEL	SOUTH	113306	SOLONG PS	BERNAL, MA. THERESA L.
VIGA	EAST	113307	BATOHONAN ES	AVILA, SHIERYL R
VIGA	EAST	113308	BEGONIA ES	GUERRERO, AMALIA E.
VIGA	EAST	113309	BOTINAGAN ES	BAILON, AIZA O.
VIGA	EAST	113310	BUENAVISTA ES	BELARDO, MARY ANN V.
VIGA	EAST	113311	MAGSAYSAY ES	FRANCISCO, ABEGAIL V.
VIGA	EAST	113312	QUIRINO ES	TATING, ELAINE MAE R.
VIGA	EAST	113314	TAMBONGON CES	TUIBEO, VILLA T.
VIGA	EAST	113315	TINAGO ES	TID, RICKY, V.
VIGA	EAST	113313	SOBOC ES	DELANTAR, AMILENA T.
VIGA	EAST	113316	VILLA AURORA ES	LITA, SHERYL U.
VIGA	WEST	113317	ALMOJUELA ES	ODIAMAN, MAY T.
VIGA	WEST	113318	ANANONG ES	RODULFO, IRENE T.
VIGA	WEST	113319	BURGOS ES	TAROY, JEMMA R.
VIGA	WEST	113320	DEL PILAR ES	TESORO, AIZA J.
VIGA	WEST	113321	MABINI ES	OMAYAN, MAEANN, R.
VIGA	WEST	113322	OGBONG ES	LUCANAS, NIMFA A.
VIGA	WEST	113323	OSMENA ES	CLAVO,CHERRY JOY T.
VIGA	WEST	113324	P. VERA ES	TAPEL, EMERALD G.
VIGA	WEST	113325	QUEZON ES	VALENCIA, MELANIE, M
VIGA	WEST	113326	RIZAL ES	VEGA, EMILIE, T.
VIGA	WEST	113327	ROXAS ES	CALDERON JOCELYN TORRES
VIGA	EAST	113328	SAGRADA ES	OGALESCO, GILDA T.
VIGA	WEST	113329	SAN JOSE ES	OLPINDO, JOSE T., JR.
VIGA	WEST	174011	SAN VICENTE ES	TULALIAN, DENNIS, T.
VIGA	WEST	113330	SAN ROQUE ES	DE LA CRUZ, RAMIL T.
VIGA	WEST	113331	STA. ROSA ES	TANON, RYAN T.
VIGA	WEST	113332	SUMMIT ES	BALIDOY, RICA V.
VIGA	WEST	113334	VIGA CES	CAPISTRANO,NORA.O
VIRAC	NORTH	113334	BIGAA ES	SUAREZ, RIGOR P.
VIRAC	NORTH	113336	CALABNIGAN ES	ARCILA, JESUS OLIVIN Q.
VIRAC	NORTH	113337	CALATAGAN ES	MARQUEZ, EDNA DL.
VIRAC	NORTH	174012	CAPILIHAN ES	REYES,BERNADETH A.
VIRAC	NORTH	113338	DANICOP ES	TABUZO, JUSTINA B.
VIRAC	NORTH	113339	DUGUI SAN ISIDRO ES	MASAGCA, EMIL P.
VIRAC	NORTH	113340	DUGUI TOO ES	SOLIVERES, CHRISTIAN, V.
VIRAC	NORTH	113341	DUGUI WALA ES	GONZALES, FELICITO C. JR
VIRAC	NORTH	113342	GOGON ES	Delos Angeles,Rafael V. Sr.
VIRAC	NORTH	113343	HICMING ES	TRIA, ROWENA C.
VIRAC	NORTH	113345	JUAN M. ALBERTO ES	MOLINA, SARAH R.
VIRAC	NORTH	113344	JMA PUNITON ES	ARAOJO, JAYSON S.
VIRAC	NORTH	113346	SAN VICENTE ES	ARCILLA, SALLY A.
VIRAC	NORTH	113347	SIMAMLA ES	YUTAN, JASON C.
VIRAC	NORTH	113348	SOGOD SIMAMLA ES	CATINOY, MARJORIE T.
VIRAC	NORTH	113349	STO. DOMINGO ES	AQUINO, KRISTINE JOY T.
VIRAC	NORTH	113350	STO. NINO ES	SARMIENTO, ALMA V.
VIRAC	NORTH	113302	TAYTAY ES	TATING,ROMULO SR.,JR
VIRAC	NORTH	113352	VIRAC PILOT ES	AGUILAR, MYRIN JAVIL
VIRAC	SOUTH	113353	ANTIPOLO ES	SIERRA, JESSE B.
VIRAC	SOUTH	113354	BALITE ES	TEVES, LESTER O.
VIRAC	SOUTH	113355	BATAG ES	FERNANDEZ, DYAN KAREEN R.
VIRAC	SOUTH	113356	BUENAVISTA ES	TALAN, HYNIA Z.
VIRAC	SOUTH	113357	CALAMPONG ES	VARGAS, CRISJOY A.
VIRAC	SOUTH	113358	CASOOCAN ES	MOLINA, BETRIZ D.



VIRAC	SOUTH	113359	CAVINITAN ES	TABLIZO, MARISOL TAYAM
VIRAC	SOUTH	174013	F. TACORDA VILLAGE ES	IBAYAN, ERNESTO JR. A
VIRAC	SOUTH	113360	HAWAN ES	ISIDORO,CHONA V.
VIRAC	SOUTH	113361	HAWAN ILAYA ES	ARCILLA,CHRISTINE M.
VIRAC	SOUTH	113362	IGANG ES	CLEMENTE, SALOME S.
VIRAC	SOUTH	113364	MARILIMA ES	ADILLE, JASTEEN S.
VIRAC	SOUTH	113366	PAJO SAN ISIDRO ES	VARGAS, ROSARIO V.
VIRAC	SOUTH	113367	PALNAB ES	ONDON, MARYLEN T.
VIRAC	SOUTH	113368	PALTA ES	SARMIENTO, ROQUETA M.
VIRAC	SOUTH	113369	PALTA SADAY ES	BERNAL, ANGELITA T.
VIRAC	SOUTH	174006	SAN ISIDRO VILLAGE ES	TACORDA, JUDEE M.
VIRAC	SOUTH	113370	STO. CRISTO ES	BERDAN, ANA LIZA S.
VIRAC	SOUTH	113371	TALISOY ES	SANCHEZ, AILEEN U.
VIRAC	SOUTH	113372	VALENCIA ES	MOLTO, LEA BUENA
VIRAC	SOUTH	113373	VIRAC CES	JAMERO,CHERILYN,D.

## SECONDARY SCHOOLS

MUNICIPALITY	DISTRICT	SCHOOL ID	SCHOOL NAME	NAME OF SCHOOL DRRM COORDINATOR
BAGAMANOC	BAGAMANOC	302076	BUGAO NHS	TUIBEO, MELODY I.
BAGAMANOC	SOUTH	302072	BAGAMANOC RDHS	PASCUA, RACHEL MAE V.
BAGAMANOC	NORTH	302100	SAN VICENTE NHS	VEGA, CHARMAINE B.
BARAS	NORTH	302079	AGBAN NHS	ICARANOM, ALVIN T.
BARAS	SOUTH	302073	BARAS RDHS	NAIG, VARIAN, B.
BATO	EAST	302074	BATO RDHS	FLORES SALVADOR LUCERO
CARAMORAN	NORTH	302086	DARIAO NHS	SURBAN, RAMZE, D.
CARAMORAN	NORTH	302081	CARAMORAN RDHS	PABIA, JOHN NORMAN, D
CARAMORAN	SOUTH	302082	CARAMORAN SF	ALANO, LUIS T.
CARAMORAN	SOUTH	302102	SUPANG-DATAG NHS	TORRENTE, JETHRO M.
CARAMORAN	NORTH	302106	TUBLI NHS	SOLSONA, MARIECHRIS ICARO
GIGMOTO	GIGMOTO	302087	DORORIAN NHS	VISTO, RANDY T.
GIGMOTO	DISTRICT 3	302088	GIGMOTO RDHS	MARK ANTHONY A. TUD
PANDAN	EAST	302103	L.I. VERCELES SR. NHS	ARAOJO, MARICEL BUBAN
PANDAN	PANDAN WEST	302094	PANDAN SAT	TORIO, NENIA R.
PANGANIBAN	PANGANIBAN	302095	PANGANIBAN NHS	USERO, DONNEL V.
PANGANIBAN	PANGANIBAN	309801	PANGANIBAN NHS CAIC	SALES, ROCHELLE FEA , I.
SAN ANDRES	WEST	302078	CABCAB NHS	BREQUILLO, NILO B. JR.
SAN ANDRES	WEST	302085	CODON NHS	CRUZ, MARICEL T.
SAN ANDRES	WEST	302091	MANAMBRAG NHS	GUERRERO, DANTE C.
SAN ANDRES	WEST	302092	MAYGNAWAY NHS	SUMALDE RUBEN JR. C.
SAN ANDRES	EAST	302096	SAN ANDRES VOC. SCHOOL	GIL, ALBERT, A.
SAN MIGUEL	NORTH	302099	SMRDHS Mabato (Annex)	GREGORIO, RIA T.
SAN MIGUEL	SOUTH	302098	SAN MIGUEL RDHS	TATEL, RONNEL, R.
VIGA	EAST	302104	TAMBOGÑON NHS	SECORATA,DAVE T.
VIGA	EAST	302105	TINAGO NHS	JASARENO, NIÑO O.
VIGA	WEST	302097	SAN JOSE NHS	TUQUERO, JIMELY O.
VIGA	WEST	302107	VIGA RDHS	OGALESCO MARCOS S.
VIRAC	SOUTH	302071	ANTIPOLO NHS	REYES, RENZ DL.
VIRAC	NORTH	302084	CALATAGAN HS	TIOXON, ROY T.
VIRAC	NORTH	302083	CATANDUANES NHS	VALEZA, ROMMEL A.
VIRAC	SOUTH	302090	MAGNESIA NHS	ABUNDO, JAN KEITH A.
VIRAC	SOUTH	302093	PALTA NHS	PADAYAO, ALFRED TRINIDAD
VIRAC	SOUTH	302089	HAWAN NHS	PANTI, TONIROSE S.

## INTEGRATED SCHOOLS

MUNICIPALITY	DISTRICT	SCHOOL ID	SCHOOL NAME	NAME OF SCHOOL DRRM COORDINATOR
BATO	EAST	500412	BOTE IS	BANARES, JOSEPH P.
BATO	WEST	500032	CABUGAO IS	DELA TORRE, WESLEY R.
CARAMORAN	SOUTH	500415	MILAVIGA IS	DIWATA, SHIELLA D.
CARAMORAN	NORTH	500414	PALUMBANES IS	YUSORES, RONALD Z.
GIGMOTO	GIGMOTO	500033	SICMIL IS	SARMIENTO, EDUARDO T.
PANDAN	WEST	500159	COBO IS	ICAONAPO, HERBERT P.
SAN ANDRES	EAST	500160	LICTIN IS	SOCAO, JONEL, P.
SAN MIGUEL	NORTH	502056	PAGSANGAHAN IS	Morales,Sheila T.
VIRAC	NORTH	500031	BUYO IS	SOCAO, JOAN M.





Republic of the Philippines  
**Department of Education**

20 AUG 2021

DepEd ORDER  
No. **033**, s. 2021

**SCHOOL-BASED DISASTER PREPAREDNESS AND RESPONSE MEASURES FOR  
TROPICAL CYCLONES, FLOODING, AND OTHER WEATHER-RELATED  
DISTURBANCES AND CALAMITIES**

To: Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher, and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **School-Based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, Other Weather-Related Disturbances and Calamities** to guide public schools in preparing for and responding to the impacts of the aforementioned hazards.

2. Further substantiating and updating DepEd Order (DO) No. 83, s. 2011 titled *Disaster Preparedness Measures for Schools* and DO No. 21, s. 2015 titled *Disaster Risk Reduction and Management Coordination and Information Protocol*, the enclosed Guidelines define what must be done by schools in order to safeguard learners, personnel, and educational investments in times of calamities and emergencies, and the measures to be taken by the schools division and regional offices and the central office to enable and support the school-based measures.

3. The enclosures below are used for reference.

- a. Enclosure No. 1 - School-Based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding and Other Weather-Related Disturbances and Calamities
- b. Enclosure No. 2 - School-Based Preparedness and Response Measures Checklist for Tropical Cyclones, Flooding and Other Weather-Related Disturbances and Calamities
- c. Enclosure No. 3 - Roles and Responsibilities of DepEd offices for Supporting School-Based Disaster Preparedness and Response Measures
- d. Enclosure No. 4 - Policy Guidelines on Flood Water and School Ground Elevation Marker in Schools



4. This Order shall take effect immediately upon publication in a newspaper of general circulation. This shall be registered with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

5. For more information, please contact the **Disaster Risk Reduction and Management Service**, 2nd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph) or telefax number (02) 8637-4933.

6. Immediate dissemination of and strict compliance with this Order is directed.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:  
As stated



To authenticate this document,  
please scan the QR code.



DEPED-OSEC-442835

References:  
DepEd Order (Nos. : 83, s. 2011 and 21, s. 2015)

To be indicated in the Perpetual Index  
under the following subjects:

CALAMITY  
POLICY  
SCHOOLS

MCR/SMMA/APA/MPC, DO-School-based Disaster Preparedness....  
0127 - April 26, 2021



**SCHOOL-BASED DISASTER PREPAREDNESS AND RESPONSE MEASURES FOR TROPICAL CYCLONES, FLOODING, AND OTHER WEATHER-RELATED DISTURBANCES AND CALAMITIES**

**I. Rationale**

1. The Philippines remains highly vulnerable to natural hazards, particularly hydrometeorological ones such as tropical cyclones, weather disturbances, flooding, and storm surges. Based on the DepEd's Enhanced Basic Education Information System (EBEIS) data from school year (SY) 2009-2010 to 2018-2019, 47,188 schools reported to have experienced natural hazards; 39,956 schools experienced tropical cyclones; and 26,221 schools experienced flooding.
2. To address these vulnerabilities, the Department issued DO No. 83 s. 2011 and DO No. 21 s. 2015, which provide guidance on the implementation of disaster preparedness measures and protocols on disaster risk reduction and management coordination, and information management.
3. In recent years, schools had to cope with the impacts of intensifying cyclones and other weather-related disturbances, including secondary hazards such as flooding. This resulted to an increasing number of schools with damaged education investments, hence, the need for the issuance of this policy.
4. With bodies such as the Philippine Atmospheric, Geophysical, and Astronomical Services Administration (PAGASA) and the National Disaster Risk Reduction and Management Council (NDRRMC) and its local counterparts providing forecasts and warnings to the public for these types of hazards, ample preparedness measures that enable prompt and appropriate response must be undertaken. These measures are critical to safeguard learners, personnel, and educational investments; and to support learning and public service continuity in the midst of a disaster or emergency.
5. It is therefore incumbent upon schools, with the support of the various levels of governance and offices of the Department of Education (DepEd), to create, enhance, and maintain mechanisms for anticipating, preparing for, and responding to the impacts of such hazards. The guidelines for **School-Based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and Other Weather-Related Disturbances and Calamities**, outline the measures that must be taken by the schools and the support provided by the Schools Division Office, Regional Office, and Central Office to enable school-based DRRM measures.



## II. Scope

6. The following guidelines shall be observed by **all concerned central, regional, division, and school officials and personnel of public schools, as well as Community Learning Centers** in the case of tropical cyclones, flooding, and other weather-related disturbances and calamities.
7. All concerned are encouraged to involve and engage learners, their families, community stakeholders, and Local School Board, to the extent deemed safe, feasible, and necessary.
8. Private schools are encouraged to refer to these guidelines in setting-up their own DRRM measures.

## III. Definition of Terms<sup>1</sup>

- a. **Disaster** - a serious disruption of a community or society's functioning due to widespread human, material, economic, or environmental losses, damages, and impacts, which exceeds the ability of the affected community or society to cope using its own resources.
- b. **Disaster Preparedness** - capacities developed by institutions and individuals to effectively anticipate, respond to, and recover from the impacts of likely, imminent, or current hazard events or conditions. This includes setting-up early warning systems, contingency planning, stockpiling of equipment and supplies, creating coordination and communication mechanisms, evacuation protocols, other training and field exercises.
- c. **Disaster Response** - services and assistance during or immediately after a disaster to save lives, reduce health impacts, ensure public safety, and meet the basic subsistence needs of the people affected. This includes disaster relief activities.
- d. **Disaster Risk** - the potential disaster losses in lives, health status, livelihood, assets and services, which could occur to a particular community or a Society over some specified future time period.

<sup>1</sup> Taken from the Definition of Terms from RA 10121 or the Philippine Disaster Risk Reduction and Management Act of 2010

- e. **Disaster Risk Reduction** - the concept and practice of reducing disaster risks through systematic efforts to analyze and manage the causal factors of disasters, including through reduced exposures to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events.
- f. **Disaster Risk Reduction and Management** - the systematic process of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping capacities to lessen the adverse impacts of hazards and the possibility of disaster.
- g. **Emergency** - unforeseen or sudden occurrence, especially danger, demanding immediate action.
- h. **Field Offices** - are the regions, divisions, schools, and learning centers where the policy and principle of the governance of basic education shall be translated into programs, projects, and services.
- i. **Hazard** - a dangerous phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihood and services, social and economic disruption, or environmental damage.
- j. **School** - refers to any structure or space, with or without marked visible boundaries, which is either recognized by the government or known by the community as a learning space for children.<sup>2</sup>

#### IV. Policy Statement

9. In accordance with DepEd Order No. 37, s. 2015 (The Comprehensive Disaster Risk Reduction and Management in Education Framework), the Department issues the School-Based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and Other Weather-Related Disturbances and Calamities to protect learners and personnel from death, injury, and harm; ensure learning continuity in the aftermath of a disaster; and protect education investments from the impacts of natural hazards. This contributes to the achievement of the Department's goal of ensuring the safety and resilience of learners and personnel in light of the risks and impacts of disasters and emergencies.
10. Recognizing the value of School-based Management in DRRM, the primary responsibility of undertaking disaster preparedness measures rests upon the schools. Nevertheless, schools are encouraged to seek

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<sup>2</sup> From RA 11188 (*Special Protection of Children in Situations of Armed Conflict Act*)



assistance from their respective local governments in order to effectively implement such disaster preparedness measures. Moreover, response measures shall remain to be shared responsibilities of the schools, and of the Central, Regional, and Schools Division Offices.

11. Parallel processes and structures shall therefore be strengthened across all levels of the Department to support and enable schools to implement and localize appropriate disaster preparedness and response measures for tropical cyclones, flooding, and other weather-related disturbances and calamities.

## **V. Guidelines on School-based Disaster Preparedness and Response Measures**

### **School Heads, School DRRM Coordinators, and School DRRM Teams**

12. The School Head shall be primarily responsible for the planning, implementation, and monitoring of school-based disaster preparedness measures. As such, accountability for impacts and damages to school facilities and resources due to negligence and/or non-compliance to disaster preparedness measures shall rest upon the School Head. Performance reports on DRRM shall be included in the School Head's permanent records.
13. To support the School Head, a **School DRRM (SDRRM) Coordinator** shall be designated in each school. As an update to Department Order No. 21, s. 2015 or the *Disaster Risk Reduction and Management Coordination and Information Protocol*, the SDRRM Coordinator shall be different from the School Head to allow for dedicated personnel to handle DRRM. Each School Head shall designate, from the pool of permanent school personnel, one (1) teaching or non-teaching staff to serve as the SDRRM Coordinator. Whenever feasible, the SDRRM Coordinator should be a non-teaching personnel. This is to ensure that teachers are spared from doing non-teaching related work. School personnel who satisfy the given minimum criteria shall be prioritized:
  - a. Has completed trainings on DRRM, Climate Change Adaptation and Mitigation, Education-in-Emergencies, and Basic Life Support preferably sponsored by DepEd, government agencies, and/or DepEd partner organizations;
  - b. Computer and internet literate;
  - c. School is readily accessible from place of residence in times of disasters or emergencies;
  - d. Is physically fit;
  - e. Able to form and sustain linkages with community stakeholders and local authorities; and

- f. Able to discharge duties as SDRRM Coordinator for at least three (3) consecutive school years, in consideration of service continuity and maximizing the benefits from trainings provided.
14. In cases of temporary incapacity of the SDRRM Coordinator, an alternate SDRRM Coordinator shall be designated by the School Head to ensure the continued implementation of school DRRM measures. Whenever feasible, the alternate SDRRM should be a non-teaching personnel. This is to ensure that teachers are spared from doing non-teaching related work.
  15. Recognizing that collaborative efforts are critical in times of disasters and emergencies, all are reminded that Department Order No. 21, s. 2015 directs the constitution of a **School DRRM Team** to lead the implementation of preparedness and response measures. In cognizance of the differing contexts, needs, and capacities, School Heads shall exercise prerogative and flexibility in constituting their respective SDRRM Teams. However, schools are encouraged to engage learners, their families, and community stakeholders in their SDRRM Team to the extent deemed safe, feasible, and necessary.
  16. In view of emergency response services rendered by School DRRM Teams in times of calamities and emergencies, concerned personnel may be granted vacation service credits for teaching personnel or compensatory time off for non-teaching personnel, in lieu of overtime pay, subject to the provisions of DepEd Order No. 53, s. 2003 (*Updated Guidelines on Grant of Vacation Service Credits to Teachers*), which grants teaching personnel credits for services rendered during periods of calamity and rehabilitation when schools are used as evacuation centers; DepEd Order No. 30, s. 2016 (*Guidelines on the Rendition and Payment of Overtime Services for DepEd Non-Teaching Personnel*) which allows for the rendition of overtime services for relief, rehabilitation, reconstruction, and other related work or services during calamities and disasters by non-teaching personnel; and other relevant policies, in accordance to the guidelines set by the Civil Service Commission and the Department of Budget and Management (DBM), and DBM Budget Circular No. 2 series of 2015.

### **Flood Water and School Ground Elevation Markers**

17. To aid in prevention and mitigation, and preparedness and response measures, and the overall and long-term planning for school site development, schools shall erect a **Flood Water and School Ground Elevation Marker** in a conspicuous site inside the campus which indicates the critical levels of flooding based on prevailing LDRRMC guidelines, and the highest level of flooding documented in the area. If schools do not have yet the capacity to erect Flood Water and School



Ground Elevation Marker, it is suggested that this shall be coordinated with LGU or other external stakeholders.

18. Specific guidelines for the Flood Water and School Ground Elevation Markers are contained in Enclosure No. 4 to this Department Order.

### **School-based Disaster Preparedness Measures**

19. Schools Heads, with the support of their SDRRM Coordinators and Teams, shall undertake minimum measures for disaster preparedness. Such measures must recognize and be responsive to the local setting and context, and the needs of various learners including those with disabilities.

20. The following minimum assessment, planning, and capacity building measures shall be undertaken to **prepare for and build capacities for disaster response**:

a. Ensure the availability of updated baseline education data of the school;

b. Use the second or higher floors of multi-story school buildings for laboratory, computer, and TechVoc rooms and equipment. School records, documents, equipment, and learning materials should also be stored in rooms located in these floors and secured in water-proof containers/packaging. In cases when schools have no multi-story structures, coordinate with the LGU to utilize available government structures; such structures should have been pre-identified beforehand;

c. Remove structures or items (e.g., garden or landscape decorations, school ground furniture) that may obstruct the movement of learners and personnel from the classrooms towards the open school grounds, pre-identified evacuation areas, and entrance/exits;

d. Prune/trim trees that may cause harm to people or damage structures or properties in the event of any weather disturbances;

e. Regularly clean and clear all drainage systems;

f. Conduct an annual risk assessment through the Student-Led Watching and Hazard Mapping prior to the development of the School Improvement Plan (SIP), guided by Department Order No. 23, s. 2015, and address identified hazards in coordination with concerned DepEd offices, the LGU, and community stakeholders;

g. Coordinate with the local DRRM council to harmonize and align DRRM measures;



- h. Create and/or update the school DRRM Contingency Plan, which must include a Student-Family Reunification Plan. The Contingency Plan can be a section of a school DRRM Plan which contains a Prevention and Mitigation Plan;
  - i. Integrate DRRM in regular school programs and activities and in the School Improvement Plan (SIP);
  - j. Pre-identify possible locations for Temporary Learning Spaces (TLS), and alternative delivery modes of education;
  - k. Establish and operate an Early Warning System (e.g., bulletin board for weather advisories, bell/siren emergency signal, mobile or web-based warning system);
  - l. Maintain, disseminate, and post relevant and updated emergency hotlines, and disaster measures and plans in strategic locations throughout the school;
  - m. In coordination with the DRRM coordinator of Schools Division Office and community stakeholders, make available emergency response equipment and supplies;
  - n. Conduct quarterly multi-hazard drills applicable to the school's identified hazards. Involve the LGU, parents/guardians, partners, and other stakeholders in the conduct of the drills; and
  - o. Conduct capacity building activities, including but not limited to basic life support and use of the emergency and response equipment and coordination mechanisms, involving learners, personnel, and community stakeholders.
21. **Immediate preparedness for response measures** shall be undertaken in case: (a) a Pre-Disaster Risk Assessment initiated by relevant authorities (e.g., NDRRMC, PAGASA, LGUs) calls for preparedness actions; (b) a Yellow Warning Rainfall Advisory is raised; (c) or a General Flood Advisory is issued as a result of weather-related disturbances (e.g., tropical cyclones, low pressure areas, intertropical convergence zone, tail end of a frontal system). Schools Division DRRM Coordinators shall ensure that such advisories are disseminated to concerned schools by conducting the following:
- a. Activate warning systems to disseminate advisories to learners and personnel;
  - b. Coordinate with the LGU, using existing guidelines, on the cancellation or suspension of classes and work;



- c. Take necessary steps to secure weak parts of school buildings against heavy rain, flooding, and strong winds including school signs, elevated water tanks, and flagpoles. Single-level schools built at ground level may be anchored by guy wires to strengthen the stability of the structure;
- d. Prune/trim trees that may cause harm to people or damage structures or properties in the event of any weather disturbances;
- e. Clean and clear all drainage systems;
- f. Switch off electrical lines; and
- g. Safeguard (e.g., place inside containers to protect against water) and transfer education resources and vital records in the pre-identified storage area.

22. The **use of schools as evacuation centers** for families and individuals affected by disasters shall continue to be guided by RA No. 10821 entitled "Children's Emergency Relief and Protection Act", which stipulates in Section 4 that LGUs "*shall establish and identify safe locations as evacuation centers for children and families*", and in Section 5 that "*only in cases where there is no other available place or structure which can be used as a general evacuation center may a school or child development center be used as an evacuation center.*" Thus, should their respective LGUs request for the use of their school premises, as evacuation centers, school heads are reminded of the following terms specified in RA 10821:

- a. LGUs shall coordinate with the School Heads and respective Schools Division Superintendents before schools may be used as temporary evacuation centers. A Memorandum of Agreement shall be executed between the LGU and the school to be used as temporary evacuation center.
- b. Should the school be used, the LGU shall coordinate with the School Head and ensure that gymnasiums, learning and activity centers, auditoriums and other open spaces shall be utilized first; classrooms shall only be used as a last resort.
- c. The use of school premises shall be as brief as possible. It shall only be up to three (3) days for short-term displacement, fifteen days for medium and long-term displacement, or until such time that the respective LGUs are able to establish alternative transitional sites.
- d. If the use is predicted to exceed fifteen days, the affected LGU shall provide written documentation to the DepEd and the

Department of the Interior and Local Government (DILG) on the following:

- i. The name and location of the school;
- ii. All alternative evacuation centers, transitional relocation sites, and/or permanent relocation sites for final site selection;
- iii. Measures being implemented to prevent interference or disruption to the school and educational activities of children; and
- iv. Timeline for the relocation of and plan of action for internally displaced persons to sites outside of schools.

23. Per the Implementing Rules and Regulation (IRR) of the Republic Act 10821 or the Children's Emergency Relief and Protection Act of 2016 Rule 5 Section 4, LGUs are responsible for facilitating general cleaning, fumigation, payment of utilities, and repair of schools used as evacuation centers. Damages incurred by schools used as evacuation centers shall be immediately reported by their respective School Heads to the LGU for appropriate action. Repairs and/or replacement of damaged facilities and materials of damages to schools used as evacuation centers shall be immediately undertaken to ensure the safety and well-being of internally displaced persons. Such repairs and replacement shall be monitored by the School Head and Schools Division Superintendent in coordination with the LGU. LGUs shall also provide clean-up kits. Furthermore, IRR of RA 10821 stipulates that the LGU shall execute a Memorandum of Agreement (MOA) with schools when the latter are intended to be used as evacuation centers.

Meanwhile, the DepEd shall ensure the following:

- a. School personnel shall focus on providing education services, particularly education continuity for children in affected communities; they shall not be assigned as camp managers.
- b. The Regional or Division Office of DepEd, led by the Engineer and the DRRM Coordinator, assisted by DPWH, the Local Engineering Office, and the Bureau of Fire Protections shall conduct regular site inspection of public schools to ensure the stability of the structure for the safety of the children and their environment. A report on the inspection shall be submitted to the Secretary of DepEd, copy furnished the Local Chief Executive, for the purpose of repair of the damaged school being used as an evacuation center.
- c. The necessary adjustments shall be made in times of public health emergencies to align with existing public health protocols.



## School-based Disaster Response Measures

24. Schools Heads, with the support of their SDRRM Coordinators and Teams, shall continue to be guided by their activated School Contingency Plan. Disaster response measures provided herein shall likewise be undertaken. Performance of duties shall be balanced at all times with ensuring one's own personal safety and security.
25. The following timetable and response measures shall serve as a guide and may be adjusted based on prevailing contexts and conditions. The necessary changes shall likewise be made in times of public health emergencies to align with existing public health protocols.
26. Within **24 hours** from the receipt of notice from the Division DRRM Coordinator or local authorities (e.g., LGU, LDRRMC) of advisories on the weather disturbance (please see Sec. VII, Para 23), coordinate with the Division DRRM Coordinator on the status of preparedness and/or response measures, and updates on the impacts of the hazard (e.g., suspension of classes and work, the use of the school as an evacuation center, impacts to learners and personnel).
27. Within **24 to 72 hours** from landfall of a tropical cyclone, or from flooding and/or landslide from any weather disturbance other than tropical cyclones:
  - a. If safe, undertake a rapid assessment of the impacts and damages from the hazard. Submit the Rapid Assessment of Damages Report (RADaR), guided by DepEd Order No. 21, s. 2015. This includes the assessment of damages to school facilities, educational resources, and impacts to learners and personnel;
  - b. Continue to disseminate advisories and/or warnings from authorities;
  - c. Continue the submission of reports and updates to the Division DRRM Coordinator; and
  - d. Deploy response and learning continuity interventions, in coordination with the Schools Division Office and other community stakeholders and partners.
  - e. **After 72 hours and onwards** from landfall of a tropical cyclone, or from flooding and/or landslide from any weather disturbance other than tropical cyclones, continue to implement response and learning continuity interventions, including the conduct of Psychological First Aid for affected learners and personnel. Continue coordination and the submission of reports and updates to the Division DRRM Coordinator, including submission of RADaR.

Department of the Interior and Local Government (DILG) on the following:

- i. The name and location of the school;
- ii. All alternative evacuation centers, transitional relocation sites, and/or permanent relocation sites for final site selection;
- iii. Measures being implemented to prevent interference or disruption to the school and educational activities of children; and
- iv. Timeline for the relocation of and plan of action for internally displaced persons to sites outside of schools.

23. Per the Implementing Rules and Regulation (IRR) of the Republic Act 10821 or the Children's Emergency Relief and Protection Act of 2016 Rule 5 Section 4, LGUs are responsible for facilitating general cleaning, fumigation, payment of utilities, and repair of schools used as evacuation centers. Damages incurred by schools used as evacuation centers shall be immediately reported by their respective School Heads to the LGU for appropriate action. Repairs and/or replacement of damaged facilities and materials of damages to schools used as evacuation centers shall be immediately undertaken to ensure the safety and well-being of internally displaced persons. Such repairs and replacement shall be monitored by the School Head and Schools Division Superintendent in coordination with the LGU. LGUs shall also provide clean-up kits. Furthermore, IRR of RA 10821 stipulates that the LGU shall execute a Memorandum of Agreement (MOA) with schools when the latter are intended to be used as evacuation centers.

Meanwhile, the DepEd shall ensure the following:

- a. School personnel shall focus on providing education services, particularly education continuity for children in affected communities; they shall not be assigned as camp managers.
- b. The Regional or Division Office of DepEd, led by the Engineer and the DRRM Coordinator, assisted by DPWH, the Local Engineering Office, and the Bureau of Fire Protections shall conduct regular site inspection of public schools to ensure the stability of the structure for the safety of the children and their environment. A report on the inspection shall be submitted to the Secretary of DepEd, copy furnished the Local Chief Executive, for the purpose of repair of the damaged school being used as an evacuation center.
- c. The necessary adjustments shall be made in times of public health emergencies to align with existing public health protocols.



## **Support Mechanisms for School-Based Disaster Preparedness and Response Measures**

28. The Central, Regional, and Schools Division Office shall provide the needed support, listed in Enclosure 3 of this Department Order, to enable the timely, coordinated, efficient, and effective delivery of school-based disaster preparedness and response measures.
29. The primary responsibility for which rests upon the respective Heads of Office at each level of governance: the Secretary, or his/her designated Undersecretary handling DRRM, at the Central Office, the Regional Director at the Regional Office, and the Schools Division Superintendent at the Schools Division Office.
30. Heads of Offices shall be supported by the Disaster Risk Reduction and Management Service (DRRMS) at the Central Office, the Regional DRRM Coordinator at the Regional Office, and the Division DRRM Coordinator at the Schools Division Office.
31. Department Order No. 21, s. 2015 likewise directs the Regional and Schools Division Office to organize their own DRRM Teams to lead the implementation of well-coordinated DRRM measures. The Regional Directors and Schools Division Superintendents shall exercise prerogative and flexibility in constituting their respective DRRM Teams, with due consideration to the following:
  - a. Membership and functions DRRM Teams shall be parallel to the Central Office DRRM Team established through Department Order No. 44, s. 2018;
  - b. Regional DRRM Teams shall consider the structures and mechanisms of their Division DRRM Teams; and
  - c. Division DRRM Teams shall consider the structures and mechanisms of their School DRRM Teams.
32. DRRM Operations of the Central, Regional, and Schools Division Offices shall remain guided by Department Order No. 21, s. 2015; and *Enclosure No. 3* to this Department Order.
33. In view of emergency response services rendered by School DRRM Teams in times of calamities and emergencies, concerned personnel may be granted vacation service credits for teaching personnel or compensatory time off for non-teaching personnel, in lieu of overtime pay, subject to the provisions of DepEd Order No. 53, s. 2003 (*Updated Guidelines on Grant of Vacation Service Credits to Teachers*) which grants teaching personnel credits for services rendered during periods of calamity and rehabilitation when schools are used as evacuation centers; or DepEd Order No. 30, s. 2016 (*Guidelines on*

the Rendition and Payment of Overtime Services for DepEd Non-Teaching Personnel) which allows for the rendition of overtime services for relief, rehabilitation, reconstruction, and other related work or services during calamities and disasters by non-teaching personnel; and other relevant policies, in accordance to the guidelines set by the Civil Service Commission and the Department of Budget and Management, and DBM Budget Circular No. 2 series of 2015.

## **VI. Monitoring and Evaluation**

34. The Disaster Risk Reduction and Management Service shall continue leading the implementation of monitoring, evaluation, and reporting of disaster preparedness and response measures at the national level. Relative to this Order, it shall establish appropriate systems and mechanisms engaging DRRM Coordinators across all governance levels.

## **VIII. Effectivity/Transitory Provision**

35. Department Order No. 83, s. 2011 in its entirety is hereby repealed while portions of Section IV.B.1 of Department Order No. 21, s. 2015 that are inconsistent with this Order are amended accordingly.

36. This Order shall take effect immediately after its publication on the DepEd website as well as filing with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

## **VII. References**

Department Order No. 83, s. 2011 (*Disaster Preparedness Measures for Schools*)

Department Order No. 21, s. 2015 (*Disaster Risk Reduction and Management Coordination and Information Protocol*)

Department Order No. 23, s. 2015 (*Student-Led School Watching and Hazard Mapping*)

DepEd Order No. 30, s. 2016 (*Guidelines on the Rendition and Payment of Overtime Services for DepEd Non-Teaching Personnel*)

Department Order No. 44, s. 2018 (*Formation of the Department of Education Disaster Risk Reduction and Management Team in the Central Office*)

RA 10821 (*Children's Emergency Relief and Protection Act*)



RA 11188 (*Special Protection of Children in Situations of Armed Conflict Act*)

DepEd Order No. 53, s. 2003 (*Updated Guidelines on Grant of Vacation Service Credits to Teachers*)



Enclosure No. 2 to DepEd Order No. 033, s. 2021

**SCHOOL-BASED PREPAREDNESS AND RESPONSE MEASURES CHECKLIST  
FOR TROPICAL CYCLONES, FLOODING, AND OTHER WEATHER-RELATED  
DISTURBANCES AND CALAMITIES**

**Preparedness in Normal Times**

Even in the absence of pre-disaster advisories and warning signs, capacities to prepare for disaster response must be established and strengthened. As such, the following minimum assessment, planning, and capacity building measures shall be undertaken in normal times:

- Ensure the availability of updated baseline education data of the school;
- When possible, use the second or higher floors of multi-story school buildings for laboratory, computer, and TechVoc rooms and equipment. School records, documents, equipment, and learning materials should also be stored in rooms located in these floors and secured in water-proof containers/packaging. In cases when schools have no multi-story structures, pre-arrange with the LGU the use of available multi-story government structures which can house these resources in times of disasters;
- Remove structures or items (e.g. garden or landscape decorations, school ground furniture) that may obstruct the movement of learners and personnel from the classrooms towards the open school grounds, pre-identified evacuation areas, and entrance/exits;
- Prune/trim trees that may cause harm to people or damage structures or properties in the event of any weather disturbances;
- Regularly clean and clear all drainage systems;
- Conduct an annual risk assessment through the Student-Led Watching and Hazard Mapping prior to the development of the School Improvement Plan (SIP), guided by Department Order No. 23, s. 2015, and address identified hazards in coordination with concerned DepEd offices, the LGU, and community stakeholders;
- Coordinate with the local DRRM council to harmonize and align DRRM measures;
- Create and/or update the school DRRM Contingency Plan. The Contingency Plan should include a Student-Family Reunification Plan. The Contingency Plan can be a section of a school DRRM Plan which contains a Prevention and Mitigation Plan;
- Integrate DRRM in regular school programs and activities and in the School Improvement Plan (SIP);



- Pre-identify possible locations for Temporary Learning Spaces (TLS), and alternative delivery modes of education;
- Establish and operate an Early Warning System (e.g. bulletin board for weather advisories, bell/siren emergency signal, mobile or web-based warning system);
- Maintain, disseminate, and post relevant and updated emergency hotlines, and disaster measures and plans in strategic locations throughout the school;
- In coordination with concerned DepEd offices and community stakeholders, make available emergency response equipment and supplies;
- Conduct quarterly multi-hazard drills applicable to the school's identified hazards. Involve the LGU, parents/guardians, partners and other stakeholders in the conduct of the drills; and
- Conduct capacity building activities, including but not limited to basic life support and use of the emergency and response equipment and coordination mechanisms, involving learners, personnel, and community stakeholders.

### **Preparedness for Response Measures**

The following measures must be undertaken in case: (a) a Pre-Disaster Risk Assessment initiated by relevant authorities (e.g. NDRRMC, PAGASA, LGUs) calls for preparedness actions; (b) a Yellow Warning Rainfall Advisory is raised; (c) or a General Flood Advisory is issued as a result of weather-related disturbances (e.g. tropical cyclones, low pressure areas, intertropical convergence zone, tail end of a frontal system):

- Activate warning systems to disseminate advisories to learners and personnel
- Coordinate with the LGU, using existing guidelines, on the cancellation or suspension of classes and work
- Take necessary steps to secure weak parts of school buildings against heavy rain and strong winds. Single-level schools built at ground level may be anchored by guy wires to strengthen the stability of the structure
- Prune/trim trees that may cause harm to people or damage structures or properties in the event of any weather disturbances
- Clean and clear all drainage systems
- Switch off electrical lines
- Safeguard (e.g. place inside containers to protect against water) and transfer education resources and vital records in the pre-identified storage area

## **Response Measures**

Within **24 hours from the receipt of notice** from the Division DRRM Coordinator or local authorities (e.g. LGU, LDRRMC) of advisories on the weather disturbance, coordinate with the Division DRRM Coordinator on the:

- Status of preparedness and/or response measures
- Updates on the impacts of the hazard (e.g. suspension of classes and work, the use of the school as an evacuation center, impacts to learners and personnel)

Within **24 to 72 hours from landfall** of a tropical cyclone, or from **flooding** and/or **landslide** from any weather disturbance other than tropical cyclones:

- If safe, undertake a rapid assessment of the impacts and damages from the hazard. Submit the Rapid Assessment of Damages Report (RADaR), guided by DepEd Order No. 21, s. 2015. This includes the assessment of damages to school facilities, educational resources, and impacts to learners and personnel
- Continue to disseminate advisories and/or warnings from authorities
- Continue the submission of reports and updates to the Division DRRM Coordinator
- Deploy response and learning continuity interventions, in coordination with the Schools Division Office and other community stakeholders and partners

**After 72 hours and onwards** from landfall of a tropical cyclone, or from flooding and/or landslide from any weather disturbance other than tropical cyclones:

- Continue to implement response and learning continuity interventions, including the conduct of Psychological First Aid for affected learners and personnel
- Continue coordination and the submission of reports and updates to the Division DRRM Coordinator, including submission of RADaR





**Roles and Responsibilities of DepEd Offices for Supporting School-Based Disaster Preparedness and Response Measures**

**A. Immediate Preparedness for Response Measures**

*Preparedness for Response is done to enable the prompt and effective implementation of response interventions.*

<b>Timeline</b>	<b>Central Office</b>	<b>Regional Office</b>	<b>Schools Division Office</b>
Upon completion of Pre-Disaster Risk Assessment, or issuance of either a Yellow Warning Rainfall Advisory, a General Flood Advisory, or any similar advisory	<i>The DRRMS, Regional DRRM Coordinators, and Schools Division DRRM Coordinators shall attend Pre-Disaster Risk Assessments convened at the National, Regional, and Provincial/ City-level respectively</i>		
	Disseminate NDRRMC Pre-Disaster Risk Assessment (PDRA) results, as necessary.	Disseminate PDRA results conducted by RDRRMC and/ or DRRMS, as necessary.	Disseminate PDRA results conducted by LDRRMC and/or Regional Office, as necessary.
	Disseminate advisories from warning agencies ( <i>DOST-PAGASA, PHIVOLCS, DILG, DENR-MGB, and NDRRMC</i> ).  Reiterate of school-based preparedness measures, class and work suspensions and other measures through email and social media platforms.	Disseminate advisories from central office and or RDRRMC to respective Divisions.	Disseminate advisories from Regional Office and or LDRRMC to respective Schools.  Coordinate localized class and work suspension with LGU as a preemptive measure.
	Convene Regional DRRM Coordinators of exposed and affected regions for preparedness for response meeting/s.	Convene Division DRRM Coordinators for preparedness for response meeting/s.	Convene School DRRM Coordinators for preparedness for response meeting/s.
	Convene the Education Cluster and other partners for preparedness for response meeting/s as necessary.	Convene partners in the Regional level for preparedness for response meeting/s as necessary.	Convene partners in the Division level for preparedness for response meeting/s as necessary.

	<p>Activate the Quick Response and Recovery Team in the Central Office, as necessary.</p> <p>Prepare baseline data for affected areas.</p> <p>Standby funds and resources for response interventions.</p> <p>Provide notice to Regional Offices to prepare for the deployment of response and learning continuity resources prepositioned in regional DepEd warehouses.</p> <p>Preposition assistance from Education Cluster Partners in exposed and affected Regions.</p> <p>Standby DRRMS Staff for 24 /7 NDRRMC Operation Center/Virtual Duty.</p>	<p>Activate the Regional DRRM Team, as necessary.</p> <p>Prepare for the deployment of response and learning continuity resources prepositioned in regional DepEd warehouses.</p>	<p>Activate the Division DRRM Team, as necessary.</p>
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**B. Response Measures**

*Response is undertaken immediately after the onslaught of the disaster to save lives, minimize the impacts of secondary hazards, and ensure safety and learning continuity.*

<b>Timeline</b>	<b>Central Office</b>	<b>Regional Office</b>	<b>Schools Division Office</b>
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<p><b>0 to 24 hours</b> from entry to PAR (for Tropical Cyclones); or from issuance of a Yellow Warning Rainfall Advisory or General Flood Advisory (for weather disturbances other than Tropical Cyclones)</p>	<p>Activate DepEd Response Operations Protocol:</p> <ol style="list-style-type: none"> <li>Deployment of Online Monitoring Sheet</li> <li>Coordination with affected regions &amp; divisions</li> <li>Monitoring and data gathering</li> <li>Preparation and submission of Situation Reports (SitReps) and Education Cluster Reports (ECRs)</li> <li>Coordination with Response Cluster members</li> </ol>	<p>Consolidate into a regional level report the submitted reports of Division DRRM Coordinators on the following:</p> <ol style="list-style-type: none"> <li>Class Suspension &amp; Resumption</li> <li>Schools Used as ECs and decampment</li> <li>Other related incidents (e.g. flooding, landslides, fatalities/injuries)</li> </ol>	<p>Consolidate and submit to Regional Office and DRRMS the following reports:</p> <ol style="list-style-type: none"> <li>Class Suspension &amp; Resumption</li> <li>Schools Used as ECs and decampment</li> <li>Other related incidents (e.g. flooding, landslides, fatalities/injuries)</li> </ol>
	<p>Render 24/7 NDRRMC Operations Center (OpCen) and/or Virtual Coordinating Center (VCC) Duty upon activation of Red Alert.</p>	<p>Render OpCen and/or VCC duty upon activation of RDRRMC.</p>	<p>Render OpCen and/or VCC duty upon activation of LDRRMC.</p>
	<p>Attend Response NDRRMC Cluster Meetings.</p>	<p>Attend Response RDRRMC Cluster Meeting.</p>	<p>Attend to LDRRMC Response Cluster Meetings.</p>
	<p>Track whereabouts of key officials of the Central Office.</p>	<p>Track whereabouts of key officials of the Region.</p>	<p>Track whereabouts of key officials of the Division.</p>
	<p>Activate Rapid Assessment of Damages Report (RADaR).</p>	<p>Reiterate submission of RADaR.</p>	<p>Reiterate submission of RADaR.</p>
<p><b>24 to 48 hours</b> from landfall (for Tropical Cyclones); or from flooding and/or landslide (for</p>	<p>Convene Quick Response and Recovery Team (QRRT).</p>	<p>Convene DRRM Team at the Regional Level.</p>	<p>Convene DRRM Team at the Division Level.</p>
	<p>Continue dissemination of advisories from warning agencies and NDRRMC to DepEd EXECCOM, MANCOM, partners, and affected field offices.</p>	<p>Continue dissemination of advisories from warning agencies and RDRRMC to regional office personnel and divisions.</p>	<p>Continue dissemination of advisories from warning agencies and LDRRMC to division office personnel and schools.</p>



<p><i>weather disturbances other than Tropical Cyclones)</i></p>	<p>Continue the following:</p> <ol style="list-style-type: none"> <li>Coordination with affected regions &amp; divisions</li> <li>Monitoring and data gathering</li> <li>Preparation and submission of SitReps and ECRs</li> <li>Coordination with Response Cluster members</li> </ol>	<p>Continue to consolidate into a regional level report the submitted reports of Division DRRM Coordinators on the ff:</p> <ol style="list-style-type: none"> <li>Class Suspension &amp; Resumption</li> <li>Schools Used as ECs and decampment</li> <li>Other related incidents (e.g. flooding, landslides, fatalities/injuries)</li> </ol>	<p>Continue consolidation and submission of the ff: reports to Regional Office and DRRMS:</p> <ol style="list-style-type: none"> <li>Class Suspension &amp; Resumption</li> <li>Schools Used as ECs and decampment</li> <li>Other related incidents (e.g. flooding, landslides, fatalities/injuries)</li> </ol>
	<p>Call for Education Cluster meeting.</p>	<p>Call for partners' meeting at the Regional Level.</p>	<p>Call for partners' meeting at the Division Level.</p>
<p><b>48 to 72 hours</b> from landfall (for Tropical Cyclones); or from the flooding and/or landslide (for weather disturbances other than Tropical Cyclones)</p>	<p>Consolidate and provide RADaR to regional and division coordinators for vetting.</p>	<p>Ensure the immediate validation and vetting of the consolidated RADaR of SDOs.</p>	<p>Reiterate submission of RADaR. Validate and submit to DRRMS the vetted consolidated RADaR.</p>
	<p>Reiterate submission of RADaR to regions and divisions with low percentage of submission and/or Certificate of No Damage.</p>	<p>Reiterate submission of RADaR to divisions with low percentage of submission and/or Certificate of No Damage.</p>	<p>Reiterate submission of RADaR to schools without submission.</p>
<p>Prepare necessary documents and resources for deployment of Central Office response and learning continuity interventions, in coordination with Education Cluster Partners and other partners.</p>	<p>Begin deployment of Regional Office-generated resources for response and learning continuity interventions, in coordination with regional partners.</p>	<p>Begin deployment of Schools Division Office-generated resources for response and learning continuity interventions, in coordination with division partners.</p>	
<p>Oversee the deployment of response</p>	<p>Begin deployment of response and</p>	<p>Coordinate with the Regional Office for</p>	



	<p>and learning continuity resources prepositioned in regional DepEd warehouses.</p> <p>DRRMS to coordinate with External Partnership Service (EPS) for the in-kind donations.</p>	<p>learning continuity resources prepositioned in regional DepEd warehouses.</p>	<p>the deployment of response and learning continuity resources prepositioned in regional DepEd warehouses.</p>
<p>Monitor cash donations from DepEd field offices.</p>	<p>DRRMS to continue dissemination of advisories from warning agencies and NDRRMC to DepEd EXECOM, MANCOM, partners, and affected field offices.</p>	<p>Consolidate into a regional-level report the summary of submitted deposit slips from divisions and submit to DRRMS.</p>	<p>Submit deposit slip of cash donations to region and DRRMS.</p>
<p>Continue the following:</p> <ol style="list-style-type: none"> <li>Coordination with affected regions &amp; divisions</li> <li>Monitoring and data gathering</li> <li>Preparation and submission of SitReps and ECRs</li> <li>Coordination with Response Cluster members</li> </ol>	<p>Regional DRRM Team to continue dissemination of advisories from warning agencies and RDRRMC to regional office personnel and divisions.</p>	<p>Continue to consolidate into a regional level report the submitted reports of Division DRRM Coordinators on the following:</p> <ol style="list-style-type: none"> <li>Class Suspension &amp; Resumption</li> <li>Schools Used as ECs and decampment</li> <li>Other related incidents (e.g. flooding, landslides, fatalities/injuries)</li> </ol>	<p>Division DRRM Team to continue dissemination of advisories from warning agencies and LDRRMC to division office personnel and schools.</p>
<p><b>72 hours and</b></p>		<p>Continue deployment of Regional Office-generated resources for response</p>	<p>Continue deployment of Schools Division Office-generated resources for</p>

<p><b>onwards</b> from landfall (for Tropical Cyclones); or after the flooding and/or landslide (for weather disturbances other than Tropical Cyclones)</p>	<p>Deploy response and learning continuity interventions, in coordination with partners.</p>	<p>Implement response and learning continuity interventions using Central Office resources.</p>	<p>Implement response and learning continuity interventions using Central Office resources.</p>
	<p>DRRMS to transmit the vetted RADaR to Education Facilities Division, Bureau of Learning Resources, and Information and Communication Technology Service (ICTS) to mobilize immediate response interventions.</p>	<p>Continue to consolidate into a regional level report the submitted reports of Division DRM Coordinators on the following: a. Class Suspension &amp; Resumption b. Schools Used as ECs and decampment c. Other related incidents (e.g. flooding, landslides, fatalities/injuries)</p>	<p>Continue consolidation and submission of the following reports to Regional Office and DRRMS: a. Class Suspension &amp; Resumption b. Schools Used as ECs and decampment c. Other related incidents (e.g. flooding, landslides, fatalities/injuries)</p>
<p>Continue the following: a. Coordination with affected regions &amp; divisions b. Monitoring and data gathering c. Preparation and submission of SitReps and ECRs d. Coordination with Response Cluster members</p>	<p>Participate in school visits for immediate assessment.</p>	<p>Participate in school visits for immediate assessment.</p>	





## **POLICY GUIDELINES ON FLOOD WATER AND SCHOOL GROUND ELEVATION MARKER IN SCHOOLS**

### **I. Background**

Schools are highly vulnerable to a wide array of disasters, particularly ones related to tropical cyclones, floods, and other hydrometeorological hazards. Tropical cyclones and other weather disturbances (e.g. tropical cyclones, low pressure areas, intertropical convergence zone, tail end of a frontal system) are often accompanied by heavy rains that cause secondary hazards like floods and soil erosion greatly affects learners, personnel, and to the school ground itself.

With the worsening impacts of climate change, flooding incidents pose greater threats especially to low lying areas. Coastal areas also experience heavy flooding because of sea water rise; areas near rivers or streams experience overflowing when heavy rains come; and cities or urban areas which have less trees and more grounds which have been developed and concretized have less ground absorption capacity thus increasing risks of flooding.

Prevention and mitigation measures that incorporate the risks of flooding must therefore be strengthened. The historical data on flooding should be considered in proper planning, including in the design and construction of school buildings and facilities to mitigate the risk brought by flood water.

Flood water and school ground markers will help DepEd, LGUs, and stakeholders determine the kind of facilities that would be appropriate especially in terms of floor elevation to avoid water flooding classrooms. Proper orientation of the school building may also be properly planned with the use of the flood markers to know the exit ways of the flood water through gravity flow where lower elevation of the school site might be used as flood water exit points. These would also serve as useful guides to overall community development.

These markers would also guide the school in safeguarding learning resources such as teaching and learning materials, computers, furniture, and even in determining the best and safest location of laboratories and libraries.

### **II. Technical Specification**

#### **A. Flood Marker Footing and Pedestal**

1. Concrete footing size will be 800mm x 800mm with 16 mm reinforcing steel bars @ 0.20m on center both ways.
2. Concrete pedestal will be 300mm x 300mm x 400mm with 16 mm reinforcing steel bars

3. Reinforcing bars for concrete exposed to weather shall be protected with at least 75mm clear distance and in no case less 40mm concrete. This condition may be waived when adequate waterproofing is provided.
4. Reinforcing bars shall be deformed conforming to ASTM A615 billet steel as follows: i. 16mm $\phi$  bars and larger shall be high grade with minimum  $F_y = 414\text{MPA}$  (6000PSI). ii. 12mm $\phi$  bars and smaller shall be an intermediate grade with minimum  $F_y = 276\text{MPA}$  (40000PSI). 2 if bending and welding are important, deformed bar shall conform to ASTM A706 low alloy grade 414 steel bar.
5. All concrete works shall be done in accordance ACI-318-95 building code for reinforced concrete and all structural steel works shall be done in accordance with the AISC specifications as it does not conflict with the National Structural Code of the Philippines (NSCP - 1) requirements.
6. At the lower bottom of the flood marker should be put the elevation of the ground above sea level where the flood marker constructed

#### B. Flood Marker

1. Reinforced concrete (see attached approved design)
2. Concrete surfaces must be applied with waterproofing before applying elastomeric paints as final coating

#### C. Text Description

1. Flood marker text must be visible in 8 inches width
2. Text height must be 0.10m
3. Text width must be a total of 0.15m
4. Text color should be luminous white with black background
5. Text font face should be Arial Black

The same are reflected and visualized in the attached design contained in Enclosure No. 5 to this Department Order.

#### D. Alarm Identification Level

It is recommended that the alarm levels of "Red", "Orange", and "Yellow" shall be used to refer to the set of actions (i.e. Evacuation, Preparation for Evacuation, and Alert/Stand-by, respectively) that have to be taken relative to the flood water elevation.

The identification of the elevation of the flood waters for each of the alarm levels shall be coordinated by the School Head, together with the School DRRM Coordinator and the Physical Facilities Coordinators, with the LDRRMC and the community. The said levels will depend on the assessment of the LDRRMC, in coordination with the school, in consideration of the elevation of the school ground and the lowest floor finish elevation of the school buildings. Other factors



such as the amount of projected rainfall for a given time period, proximity to bodies of water, the sea water rise for all schools near coastal areas, the porosity of the school ground, and topography and elevation shall be considered. The flood water levels in the attached design are forwarded only as a guide, and schools are enjoined to localize and adapt these measures to fit their local contexts, in close coordination with their LDRRMC.

**It is best that the flood water marker of the school is part of a larger early warning system of the community, i.e. flood water markers outside the school and along specific locations in the community be installed by the LGU, as it is possible that the vicinity surrounding the school is already flooded while the school is not yet flooded, and vice-versa.**

### III. Implementation Guidelines

Every DepEd school is required to erect flood water and school ground elevation markers (against sea level) inside the school as part of mitigation and prevention measures against floods. These shall display the critical levels of flooding based on prevailing LDRRMC guidelines, and historical data on the highest recorded level of flooding (*please see attached design*).

The flood water and school ground elevation markers against sea level should be constructed and located near the entrance or gate of the school site, in a noticeable area and free from any obstacle. Procurement of supplies, materials and labor should be in accordance with existing procurement procedures.

The Schools Division Offices and Regional Offices shall provide necessary support and technical assistance to schools on the construction of the flood water and school ground elevation markers, and facilitate the following:

#### a. Division Offices

1. The School Governance and Operation Division (SGOD) through the Division DRRM Coordinator and Division Engineer shall conduct a joint validation for schools needing flood water and school ground elevation markers.
2. The Division DRRM Coordinator shall prepare the list of validated schools needing flood water and school ground elevation markers meanwhile the Division Engineer shall prepare the Program of Works (POW) for funding allocation.
3. The list of validated schools needing flood water and school ground elevation markers and the corresponding POW's shall be submitted by the Division DRRM Coordinator to Schools Division Superintendent (SDS) for approval.

4. The list of validated schools and POW's approved by the SDS shall be submitted by the Division DRRM Coordinator to the Regional Director (RD) copy furnished the Regional DRRM Coordinator and Regional Engineer.
5. The SGOD through the Division DRRM Coordinator in cooperation with the Division Engineer shall conduct a joint school monitoring during the construction of the flood water and school ground elevation markers to check if it is in accordance with the approved design and guidelines.
6. If there will be a revision on the foundation design due to the location of schools, the request for the modification on the design of flood water and school ground elevation markers shall be coordinated by the Division DRRM Coordinator to the Division Engineer for the preparation of the modified design and POW.
7. Modified design and POW upon approval of the SDS shall be submitted by the Division DRRM Coordinator to the RD copy furnished the Regional DRRM Coordinator and Regional Engineer.

b. Regional Offices

1. The list of schools needing flood water and school ground elevation markers and corresponding POW's shall be endorsed to the Disaster Risk Reduction and Management Service (DRRMS) by the Regional DRRM Coordinator, upon approval of the RD, for funding allocation.
2. The Regional DRRM Coordinator shall submit to the DRRMS, copy furnished the Education Facilities Division (EFD) report, approved by the Regional Director, on the (a) status of the utilization of the downloaded funds for the construction of flood water and school ground elevation markers, and (b) consolidated issues encountered and recommendation on the construction of the flood water and school ground elevation markers.
3. Requests for modified design of the flood water and school ground elevation markers shall be endorsed to the DRRMS by the Regional DRRM Coordinator, upon approval of the Regional Director.

#### **IV. Monitoring and Evaluation**

The DRRMS, in coordination with the Education Facilities Division (EFD) shall lead the monitoring and evaluation of this policy guidelines. Relative to this, it shall establish appropriate systems and mechanisms engaging DRRM Coordinators and DepEd Engineers across all governance levels.

All Regional Offices and the Division Offices should ensure the construction of flood markers in all schools in accordance with the approved design and material specification and secure that the location of the flood water and school ground elevation markers is visible and located in a safe area.



Consolidated data of schools with constructed flood water and school ground elevation markers, reports on the issues and recommendations on the construction of the flood water and school ground elevation markers should be submitted by the regional DRRM coordinators in coordination with regional DepEd engineers to DRRMS, copy furnished EFD on an annual basis for necessary enhancement of this policy guidelines.

**V. Fund Source**

The construction of the flood water and school ground elevation marker shall be funded under the Basic Education Facilities Fund (BEFF), guided by the POWs approved by the EFD.

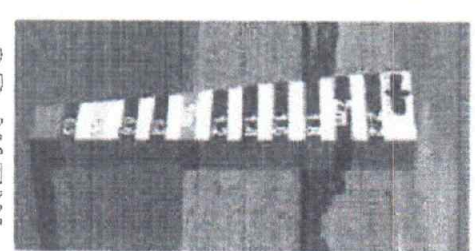
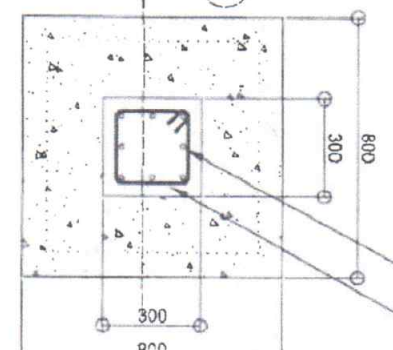
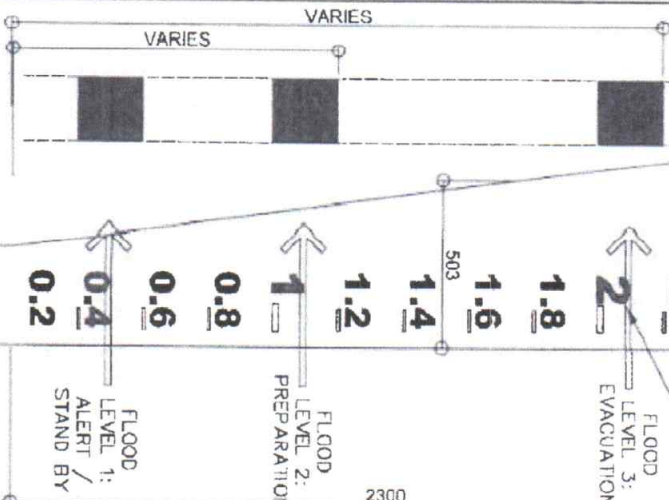
TOP OF FLOOD MARKER

**DESIGN AND DETAILS:**

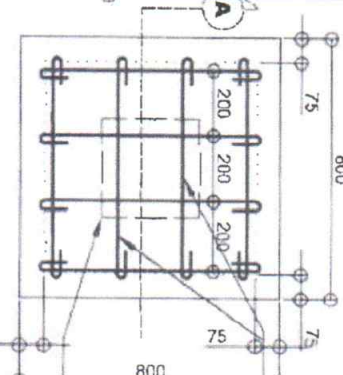
TEXT: 100MM X 150MM @ ARIAL BLACK FONT STYLE

16 mm  $\phi$  REINFORCING STEEL BARS WITH 10MM  $\phi$  COLUMN TIES

10 mm  $\phi$  TES: 1 $\phi$ 50mm x 3 $\phi$ 100mm, REST  $\phi$  150mm, O.C



**3D VIEW**



**PEDESTAL**

SCALE 1 : 16 MTS

**ELEVATION**

**FOOTING**

**CROSS SECTION THROUGH**

**SCALE 1 : 16 MTS**

10 mm  $\phi$  TES: 1 $\phi$ 50mm, 3 $\phi$ 100mm, REST  $\phi$  150mm, O.C

**III. Technical Specification**

**A. Flood Marker Footing and Pedestal (Please see annex A, design)**

1. Concrete footing size will be 800mm x 800mm with 16 mm reinforcing steel bars @ 0.20m on center both ways.
2. Concrete pedestal will be 300mm x 300mm x 400mm with 16 mm reinforcing steel bars
3. Reinforcing bars for concrete exposed to weather shall be protected with at least 75mm clear distance and in no case less 40mm concrete. This condition may be waived when adequate waterproofing is provided.
4. Reinforcing bars shall be deformed conforming to ASTM A615 billet steel as follows: i. 16mm  $\phi$  bars and larger shall be high grade with minimum  $F_y = 414MPa$  (6000PSI); ii. 12mm  $\phi$  bars and smaller shall be intermediate grade with minimum  $F_y = 276MPa$  (40000PSI). 2. If bending and welding are important, deformed bar shall conform to ASTM A706 low alloy grade 414 steel bar.
5. All concrete works shall be done in accordance ACI-318-95 building code for reinforced concrete and all structural steel works shall be done in accordance with the AISC specifications as it does not conflict with the national structural code of the Philippines (NSCP - 1) requirements.
6. At the lower bottom of the flood marker should be put the elevation of the ground above sea level where the flood marker constructed

**B. Flood Marker**

1. Reinforced concrete (Verify details)
2. Concrete surfaces must be applied with waterproofing before applying elastomeric points as final coating.

**C. Text Description**

1. Flood marker text must be visible
2. Text height must be 0.10m
3. Text width must be  $\sigma$  total of 0.15m background
4. Text color should be illumines white with black background
5. Text font style should be arial black



<p>DEPARTMENT OF EDUCATION OFFICE OF THE SUPERVISOR KALAMANG, LAGUNA</p>	<p>DESIGNED BY: <i>[Signature]</i></p>	<p>APPROVED BY: <i>[Signature]</i></p>	<p>DATE: _____</p>
	<p>PROJECT TITLE: <b>FLOOD MARKER</b></p>	<p>PROJECT CODE: _____</p>	<p>DATE: _____</p>





Republic of the Philippines  
**Department of Education**

01 SEP 2022

DepEd ORDER  
No. **037**, s. 2022

**GUIDELINES ON THE CANCELLATION OR SUSPENSION OF CLASSES AND  
WORK IN SCHOOLS IN THE EVENT OF NATURAL DISASTERS, POWER  
OUTAGES/POWER INTERRUPTIONS, AND OTHER CALAMITIES**

To: Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher, and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. This policy promotes the safety and protection of learners and personnel from unnecessary physical dangers that they may be exposed to during natural disasters and calamities. This is to ensure that their constitutional rights to life, health, safety, and property are always protected.
2. To minimize the health and safety risks brought about by disasters and other natural calamities, the Department recognizes that the suspension of classes and work during emergencies remain to be necessary in upholding the physical and mental well-being of learners and school personnel.
3. The Department of Education (DepEd) issues these **Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the Event of Natural Disasters, Power Outages/Power Interruptions, and Other Calamities**, to further guide schools, its personnel, and learners, both within the public and private institutions.
4. This Order shall take effect immediately after its publication on the DepEd website as well as its filing with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.
5. For more information, please contact the **Disaster Risk Reduction and Management Service**, 2nd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [drmmo@deped.gov.ph](mailto:drmmo@deped.gov.ph) or telefax number (02) 8637-4933.
6. Immediate dissemination of and strict compliance with this Order is directed.



To authenticate this document  
please scan the QR code



DEPED-OSEC-48314

*Sara Zimmerman Duterte*  
**SARA Z. DUTERTE**  
Vice President and Secretary



Encl.:

As stated

Reference:

DepEd Order No. 014, s. 2021

To be indicated in the Perpetual Index  
under the following subjects:

CALAMITY  
CLASSES  
EMPLOYEES  
LEARNERS  
POLICY  
SCHOOLS  
TEACHERS





**GUIDELINES ON THE CANCELLATION OR SUSPENSION OF CLASSES AND WORK IN SCHOOLS IN THE EVENT OF NATURAL DISASTERS, POWER OUTAGES/POWER INTERRUPTIONS, AND OTHER CALAMITIES**

**I. RATIONALE**

The Department of Education (DepEd) upholds the principle of promoting the welfare, safety, and security of learners and personnel at all times. Accordingly, in times of disasters and calamities, safeguarding the learners and personnel from unnecessary physical dangers that they may be exposed to, and protecting their constitutional rights to life, health, safety, and property, remain to be department's paramount consideration.

In line with the existing policies of the department in ensuring the safety and security of our learners and school personnel, it recognizes the need to suspend or cancel classes and work in schools during emergencies brought about by natural disasters and calamities, or the occurrences of brownouts in places where schools are located.

Thus, this Order is being issued to provide guidance on the suspension of classes due to disasters or calamities, or power outages or interruptions, to spare the pupils, students, teaching and non-teaching personnel in schools from unnecessary dangers to their lives and limbs.

**II. SCOPE**

The following guidelines shall be observed in all schools within the Department of Education for all teaching and non-teaching personnel. This will also cover the learners under the jurisdiction of the DepEd in the public schools.

Private schools and community learning centers, as well as state/local universities and colleges (SUCs/LUCs) have the option to abide by the provisions of this DepEd Order.

Provisions in previous DepEd issuances inconsistent with this Order and its enclosure are hereby modified accordingly.

**III. POLICY STATEMENT**

1. The Department upholds the principle of promoting the welfare, safety, and security of learners and personnel at all times, which remains the DepEd's paramount consideration.
2. This policy aims to protect the physical and psychosocial welfare of learners, personnel, and their families by providing guidance on the following:

- a. suspension of classes and work in schools during times of calamities, natural disasters and/or emergencies, or power outages/power interruptions,
- b. interventions needed to address the impacts of disasters, and
- c. the roles and responsibilities of all concerned.

#### **IV. GUIDELINES ON THE CANCELLATION OR SUSPENSION OF CLASSES AND WORK IN SCHOOLS**

##### **1. Typhoon**

In-person, online classes and work from Kindergarten to Grade 12 and Alternative Learning System (ALS) are automatically cancelled in schools situated in Local Government Units (LGUs) issued with Tropical Cyclone Wind Signals (TCWS) 1, 2, 3, 4 or 5 by the Philippine Atmospheric, Geophysical, and Astronomical Services Administration (PAGASA).

If the TCWS is issued at a time when classes have already begun, the school shall immediately suspend the classes and work and send everyone home, if it is safe to do so. However, schools are obligated to keep the students and personnel safely in school if travelling has become unsafe.

Local Chief Executives shall decide on the cancellation or suspension of classes in cases where there are strong winds in specific or all areas of the LGU but is not issued a TCWS.

##### **2. Heavy Rainfall**

In-person, online classes and work from Kindergarten to Grade 12 and Alternative Learning System (ALS) are automatically cancelled in schools situated in LGUs issued with Orange and Red Rainfall Warning by the PAGASA.

If the Warning is issued at a time when classes have already begun, the school shall immediately suspend the classes and work and send everyone home, if it is safe to do so. However, schools are obligated to keep the students and personnel safely in school if travelling has become unsafe.

Local Chief Executives shall decide on the cancellation or suspension of classes if their LGU is issued a Yellow Rainfall Warning by PAGASA or in cases where there are torrential rains in specific or all areas of the LGU but is not issued an Alert by PAGASA.

##### **3. Flood**

In-person, online classes and work from Kindergarten to Grade 12 and Alternative Learning System (ALS) are automatically cancelled in schools in specific areas issued with a Flood Warning by the PAGASA.

If the Flood Warning is issued at a time when classes have already begun, the school shall immediately suspend the classes and work and send everyone home, if it is safe to do so. However, schools are obligated to keep



the students and personnel safely in school if travelling has become unsafe.

Local Chief Executives shall decide on the cancellation or suspension of classes in cases where there is flooding in specific or all areas of the LGU but is not issued a Flood Warning by PAGASA.

#### **4. Earthquakes**

In-person, online classes and work from kindergarten to Grade 12 and Alternative Learning System (ALS) are automatically cancelled in schools situated in LGUs where the Philippine Institute of Volcanology and Seismology (PHILVOCS) declare an earthquake with PHILVOCS Earthquake Intensity Scale (PEIS) V or above.

Local Chief Executives shall decide on the cancellation or suspension of classes in cases where the PEIS is IV and below.

School Principals can cancel classes at any Intensity Scale if in their assessment, building and other structures are seen to be in danger of collapsing or is found to have major damage.

The School Disaster Risk Reduction and Management (DRRM) Team Head should clear the return of students and personnel in buildings and other structures.

#### **5. Power Outages/Power Interruptions/Brownouts**

There will be no automatic cancellation or suspension of classes in the event that there are power outages/power interruptions/brownouts in schools. If power outages/power interruptions/brownouts have resulted to poor learning environment, school officials can cancel or suspend classes at their own discretion.

#### **6. Adjustments to Learning Delivery Due to Suspensions/Cancellations of Classes**

In the event of cancelled or suspended classes, modular distance learning, performance tasks, projects or make up classes shall be implemented to ensure that learning competencies and objectives are still met.

In adherence to the provision of DepEd Order No. 14, s. 2021, learners who miss learning activities due to class suspensions brought about by various disruptions like disasters and/or emergencies due to natural or human-induced hazards shall be accorded due consideration in their attendance and the completion of their learning tasks.

#### **7. Maintenance of Workforce and Activation of DRRM Teams**

Teaching school personnel, including ALS teachers, and non-teaching school personnel in schools shall not be required to report to work, except those who are mandated to render security, safety, finance, engineering, sanitation, health, and disaster response duties.

Schools, on the other hand, must always be ready to implement remote work with measured output.

Central, Regional, and Schools Division Offices, and schools shall activate their DRRM Teams to prepare, monitor, and respond to the situation. DRRM Team members, particularly DRRM Coordinators and Engineers, shall be required to report to work in the aftermath of the disaster to continue undertaking response, early recovery, and reporting based on established DRRM protocols (e.g., an inspection of school facilities to vet damages as reported by School DRRM Coordinators, detailed assessment of damaged facilities for purposes of developing the Program of Works for infrastructure costing in rehabilitation and recovery plans, and participation in coordination meetings with LDRRMCs). Other DRRM Team members may likewise be required to report to work, as needed.

Officials of private schools may exercise discretion relative to the work arrangement of their DRRM personnel.

#### **8. Use of schools as Evacuation Center or COVID-19 Quarantine and/or Isolation Facility/Vaccination Center**

Schools shall not be used as quarantine and/ or isolation facilities or vaccination centers. The authority given to Regional Directors in allowing schools to be designated as quarantine and/or isolation facilities/vaccination centers under Office Memorandum OM-Osec-2020-004 (*Guidance to Regional Directors for Action Requests by Local Government Units to Use DepEd Schools and Engage DepEd Personnel in Activities Related to COVID-19*), is hereby repealed. Office Memorandum OM-OSEC-2021-03-003 (*Use of DepEd Classrooms and Other Facilities as Vaccination Centers*) is likewise hereby repealed. Mobile vaccinations of not more than two days that do not disrupt classes or school co-curricular activities may be allowed.

In cases of other disasters, schools may be used as an immediate evacuation site which should not last for more than fifteen days. LGUs cannot not use schools as long-term shelters for evacuees.

#### **9. Conduct of Psychological First Aid**

As the maintenance of a conducive learning environment requires addressing the immediate needs of affected learners and personnel in the aftermath of disasters, all Schools Division Offices, with the support of Regional Offices, shall assess the Mental Health and Psychosocial Support needs and services, and lead the conduct of Psychological First Aid (PFA). This shall include the mobilization of trained PFA providers and partners, and if needed, referral pathways for learners and personnel identified for further specialized psychological support services. Required health standards shall be always applied

#### **10. Responsibility of Parents or Guardians**

The DepEd still maintains that parents or guardians have the ultimate responsibility for determining whether their children should attend classes in consideration of their physical and/or mental health during disaster



and calamities. This applies even if no order for cancellation or suspension of classes has been issued.

Nonetheless, it shall also be the responsibility of the parents or guardians to ensure that their child is able to catch up with the needed competencies that the learners should master.

#### **V. MONITORING AND EVALUATION**

The Disaster Risk Reduction and Management Service (DRRMS), in coordination with relevant DepEd Central (CO) offices and affected regions and divisions, shall continue leading the implementation of existing mechanisms for monitoring, reporting, and responding to the impacts of disasters on DepEd schools. This includes the suspension of classes and work in schools, the activation of DRRM Teams, and the delivery of PFA.

As part of the response operations during and in the aftermath of a disaster and/or emergency, the DRRMS monitors the suspension and resumption of classes which is being reported by the affected division offices. The reports on class suspension and resumption form part of the situation report and education cluster updates that the DRRMS submits to the DepEd Executive Committee, Management Committee, affected field offices, National Disaster Risk Reduction and Management Council (NDRRMC) and partners.

The Bureau of Learning Delivery under the Curriculum and Instruction Strand shall continue leading the monitoring, reporting, and response to needed adjustments to learning delivery strategies due to suspensions.

#### **VI. REPEALING CLAUSE**

All DepEd orders, memoranda, and other related issuances, rules, regulations, and provisions, which are inconsistent with these guidelines are repealed, rescinded, or modified accordingly.

#### **VII. EFFECTIVITY**

This order shall take effect immediately after its publication on the DepEd website as well as its filing with the Office of the National Administrative Registrar (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.