

Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V - BICOL
TANGGAPANG PANSANGAY NG CATANDUANES

March 07, 2024

DIVISION MEMORANDUM
OSDS-SGOD-DM-140 s. 2024

REITERATION ON THE CONDUCT OF 1st NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

TO : Assistant Schools Division Superintendent
Chief Education Supervisor, (CID and SGOD)
All Public Schools District Supervisors
All Elementary and Secondary School Heads
All Elementary and Secondary School DRRM Coordinators
All Others Concerned Officials and Personnel

1. In connection with the approved **OUPS Memorandum No. 2024-04-01277** and **NDRRMC Memorandum No. 013, s. 2024** | *Conduct of the CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill* as well as **NDRRMC Memorandum No. 20, s. 2024** | *Re-scheduling of the First (1st) Quarterly Nationwide Simultaneous Earthquake Drill*, all offices are enjoined to participate in the conduct of the activity, with the schedule as follows:

Quarter	Date of Implementation	Time
1 st Quarter	25 March 2024	9:00 AM

2. Division Guidelines for the submission of the report are attached. The School DRRM Coordinators shall also fill out this google form link <https://bit.ly/EarthquakeDrillReport2024> not later than April 01, 2024.

3. For strict implementation and compliance.


SOCORRO V. DELA ROSA, CEVO V
Schools Division Superintendent

SGOD/malv
3/07/2024



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Annex A

Division Guidelines on the Submission of the 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) Report



1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting Template (*Annex B*), to be signed by the School Head as School DRRM Coordinator and District Supervisor as District DRRM Coordinator.
Soft copy of the form can be downloaded via Division DRRM Team Site.
2. As a way to minimize the use of papers and other school materials, **please FOLLOW this Report Format:**
 - Only the Monitoring and Reporting Template (*Annex B*) shall be submitted. NO NEED to submit the report with folders and printed cover pages.
 - *Narrative reports are to be filed in the school as part of the MOVs of school activities under DRRM Programs.*
 - **4 photos** must be printed **at the back** of the **NSED Monitoring Template**
 - Please use **8.5" x 13" paper (Long Size)**
3. Quarterly Nationwide Simultaneous Earthquake Drill (NSED) Reporting Process:

Activities	Date	In-Charge
Actual conduct 1 st NSED	March 25, 2024 09:00 AM	School Head
Submission of NSED Report to District Office for District Consolidation	March 26-27, 2024	
Submission of consolidated NSED Report to Division DRRM Coordinator	April 01, 2024 Not Later than 05:00 PM	PSDS
Submission of the VETTED NSED Consolidated Report to Regional Office	April 05, 2024 Not later than 05:00 PM	Division DRR Coordinator



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Annex B

	Republika ng Pilipinas Kagawaran ng Edukasyon REHIYON V - BICOL TANGGAPANG PANSANGAY NG CATANDUANES		DISTRICT OFFICE RECEIVED Stamp Area
REPORT ON THE CONDUCT OF UNANNOUNCED EARTHQUAKE AND FIRE DRILL (DepEd Order No. 53, s. 2022)			
DATE CONDUCTED: _____ TIME STARTED: _____ TIME ENDED: _____			
REGION			
DIVISION			
NAME OF SCHOOL			
Pre-Drill			
With available Go Bags?	Yes	No	
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet,			
With sufficient space in school/classrooms to conduct the			
Conducted coordination/preparatory meeting with			
Conducted an orientation to learners and school personnel			
Conducted an orientation to parents on earthquake			
Learners have accomplished the Family Earthquake			
Conducted alternative activities and/or Information,			
Additional Remarks			
Actual Drill			
Conducted "DUCK, COVER, and HOLD"?	Yes	No	
Conducted evacuation drill?			
Additional Remarks			
No. of Personnel			
No. of Teaching Personnel	Male	Female	Total
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Learners			
No. of Learners	Male	Female	Total
No. of IP Learners			
No. of Muslim Learners			
No. of Learners with Disability			
<i>Grand Total</i>			
Post-Drill			
Conduct of post-activity exercises tabletop and functional	Yes	No	
Additional Remarks			
Common issues and concerns encountered during the actual conduct of drill			
1 _____			
2 _____			
3 _____			
4 _____			
5 [Add additional item/s when necessary]			
Prepared by:		Noted by:	
Name of School Head		Name of District Supervisor	
Date:		Date:	