

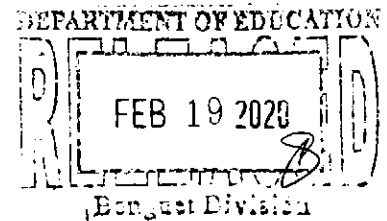


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|  | Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet |  | Document Code: SDO-BENG-GQF-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 09-03-2018 |
| | DIVISION MEMORANDUM No. <u>043</u> , s. 2020 | | Name of Office: SGOD-DRRM |

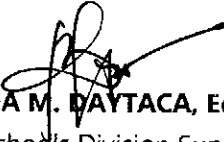
February 17, 2020

SCHEDULE FOR THE CONDUCT OF THE 1ST QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED), CY 2020

To: SDO DRRM Committee
 Public Schools District Supervisors/District in charge
 District DRRM Coordinators, Elementary and Secondary
 School Heads, School DRRM Coordinators
 Public and Private Schools



1. Pursuant to NDRRMC Memorandum No. 02, s. 2020, re: Conduct of the CY 2020 First Quarter Nationwide Simultaneous Earthquake Drill (NSED)", and DepEd - OUA Memo No. 12-0120-0582, all offices and schools are enjoined to participate in the conduct of the **1st Quarter NSED on 12 March 2020 at 2:00PM.**
2. The objectives of this activity are:
 - a) To strengthen the planning and information education advocacy prior to the actual conduct of the drill; and
 - b) To evaluate the functionality of the DRRM Team/Committee at the SDO, District Offices and schools;
3. For the safety of our learners, schools are authorized to adjust the time of the conduct of the drill to avoid too much exposure from heat which may be harmful to our learners and personnel.
4. Proper dissemination and post-activity evaluation of said drill is required. **All District and School DRRM Coordinators are advised to make necessary preparations to ensure that the required reports are submitted on time.** Please see Annex "A" for Submission Report Guidelines.
5. For strict compliance.


BENILDA M. DAYTACA, EdD, CESO VI
 Asst. Schools Division Superintendent
 OIC – Office of the Schools Division Superintendent

**Submission Report Guidelines for the
2020 Quarterly Nationwide Simultaneous Earthquake Drills**

1. School DRRM Coordinators will give **near real-time reporting** of the conducted EQ drill using the following text reporting format to Cellphone Number: **0910-391-7747**

| | | |
|----|--|--|
| 1 | Name of School and District | |
| 2 | Did you conduct EQ Drill? (Yes/No) | |
| 3 | Date Conducted? | |
| 4 | Disaggregated Number of Participants: ____ learners, ____ school personnel, ____ others (indicate what group, agency, org.) | |
| 5 | Did you coordinate with the Local DRRM Council? (<i>either provincial, municipal or barangay level</i>) | |
| 6 | Did you discuss preparedness measures before the Drill proper? | |
| 7 | Did you have consolidate list of school personnel and students' contact numbers by grade levels? | |
| 8 | Did you organize/reorganize the School DRRM Committee? | |
| 9 | Did you conduct post evaluation of the Drill? | |
| 10 | What are the common issues and concerns encountered? | |
| 11 | Are there any untoward incident/s during the drill? | |
| 12 | Name of Sender | |
| 13 | Designation | |

Example of text report:

- 1) **La Trinidad CS La Trinidad Dist.**, 2) **YES**, 3) **March 12, 2020**, 4) **530 learners, 21 teachers, 1 principal, 1 school nurse, 4 BDRRMC, 10 parents** 5) **Yes** 6) **Yes**, 7) **Yes** 8) **Yes** 9) **Yes** 10) **None** 11) **None** 12) **Maria Clara Dimamatay** 13) **School DRRM Coordinator**
2. Upload to Facebook the photos following the suggested activities in the NSED Action Plan.
3. An Accomplishment Report be submitted to SDO Benguet following the Action Plan format below.

This format will be used for every EQ Drill Conducted.

| Activity | Objectives | Date Conducted | No. of Pax | Amount | Fund Source | Remarks/ Person in-charge |
|--|---|----------------|------------|--------|-------------|---------------------------|
| BEFORE THE DRILL (<i>to be conducted atleast one week before the actual drill</i>) | | | | | | |
| Meeting with SDRRMC Members | To organize/re-organize/update the members on their roles before, during and after a disaster/emergency | | | | | |
| | Review the post-evaluation report, issues encountered during the previous drills and plan how to prevent or minimize the occurrence of same problem/issue. | | | | | |
| Invitation to LDRRMC and other stakeholders to observe during the conduct of the actual EQ Drill | To strengthen Disaster Preparedness through partnership with local stakeholders | | | | | |

| Activity | Objectives | Date Conducted | No. of Pax | Amount | Fund Source | Remarks/ Person in-charge |
|--|--|----------------|------------|--------|-------------|---------------------------|
| Orientation on DRRM and Disaster Preparedness for EQ | To strengthen awareness to learners, school personnel and parents about the importance of earthquake drill | | | | | |
| DURING THE DRILL (to be conducted on the day of the drill, 1 st Quarter-March 12, 2:00PM) | | | | | | |
| Pre-orientation between the umpires/observers and the members of the SDRRMC. | To ensure smooth flow of the activity | | | | | |
| Drill Proper | To observe readiness of the learners and school personnel to respond appropriately during the EQ drill. | | | | | |
| AFTER THE DRILL | | | | | | |
| Conduct Post-conference | To address areas for improvement | | | | | |
| Submit Text Report to the Division DRRM Coordinator | To ensure access of communication after an EQ | | | | | |
| Upload photos to the facebook and tag FB Account: Nerissa Barbosa | To validate conduct of the EQ drill and to serve as advocacy campaign | | | | | |
| Prepare and submit the Accomplishment Report duly signed by SDRRM Coordinator (Prepared by) and Noted by School Head (no need to attach photos) | | | | | | |

- 4. ACCOMPLISHMENT REPORTS ARE ENCOURAGED TO BE SUBMITTED WITHIN THE MONTH WHERE THE NSED IS SCHEDULED. However, the EQ Drill text reporting should be done within the day or one (1) day after the actual conduct to be included in the NSED reporting that is submitted to higher offices.**