



Republic of the Philippines  
**Department of Education**  
 Schools Division of Benguet

DepEd-Benguet Division  
 SEP 06 2023  
 RELEASED

05 September 2023

**DIVISION MEMORANDUM**

No. 0313, s. 2023

**REITERATION ON THE CONDUCT OF CY 2023 NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILLS (NSED) THAT FALL UNDER SY 2023-2024**

To: Public Schools District Supervisors/Coordinating Principals  
 School Heads  
 School DRRM Team  
 Public and Private Schools

1. Pursuant to National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 090 series of 2023 and OUOPS Memorandum No. 2023-04-1668 titled, *Reiteration on the Schedule for the conduct of Nationwide Simultaneous Earthquake Drill*, offices across all levels and schools are enjoined to participate in the conduct of quarterly NSED with schedule as follows:

Quarter	Date	Time
3 <sup>rd</sup> Quarter	07 September 2023	2:00PM
4 <sup>th</sup> Quarter	09 November 2023	9:00AM

2. It is also reiterated that proper documentation and post-NSED evaluation of said drill are required. Schools are reminded to submit their report to SDO Benguet via Google link: <https://bit.ly/3YOHtYP> **not later than five (5) working days** after the scheduled quarterly NSED.

3. See attached for additional instruction and guidelines in NSED report submission. For queries, you may communicate with the Division DRRM Coordinator (Nerissa Barbosa) through the official FB Messenger.

4. For information and dissemination.

  
**SALLY L. BANAKEN-ULLALIM CESO V**  
 Schools Division Superintendent

References: as stated  
 OUOPS Memorandum No. 2023-04-7825



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## **ANNEX A.**

### **Guidelines on the Photo and Video Documentation of Quarterly Nationwide Simultaneous Earthquake Drill (NSED)**

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

1. Photo and video recording of the conduct of quarterly NSED may be used in information and communication materials of the Department, as may be requested.
2. All materials should display adherence to minimum health protocols such as, but not limited to, social distancing and wearing of face masks.
3. The following scenarios must be included in the documentation of the school:
  - a. Learners, personnel, and/or parents/guardians wearing personal protective equipment such as hard hat/s.
  - b. Learners, personnel, and/or parents/guardians doing the Duck, Cover and Hold.
  - c. Conduct of coordination/preparatory meeting
  - d. Actual conduct of the quarterly NSED
4. The recommended minimum specification are as follows:
  - a. Photo
    - i. File format: JPG or PNG
    - ii. Dimensions: 4:3 ratio or 16:0 ratio
    - iii. Orientation: Landscape or Portrait
  - b. Video
    - i. File format: MP4 or MOV (with 1080 or 720p resolution)
    - ii. Dimensions: 1920px x 1080px (16:9)
    - iii. Orientation: Landscape
    - iv. Frame rate: 30fps



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