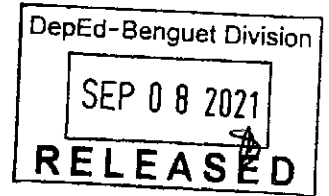




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Benguet**



06 September 2021

**DIVISION MEMORANDUM**

No. 346, s. 2021

TO: Public Schools District Supervisors/Districts-in-Charge  
School Heads  
School DRRM Coordinators  
Public and Private Schools

**REITERATION OF PARTICIPATION TO THE 2021 3<sup>rd</sup> QUARTER NATIONWIDE  
SIMULTANEOUS EARTHQUAKE DRILL**

1. In relation to the approved National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 90, s. 2021 re: *Participation to the 2021 Third Nationwide Simultaneous Earthquake Drill 2021 Activities* and DepEd OUA Memo 00-0921-0004, everyone is hereby enjoined to participate in the following scheduled activities:

Activity	Date	Time	Registration Links
School-Based DRRM webinar: Roles and Functions during Drills and Exercise	03 September 2021	9:30 a.m. – 12:00 n.n.	<a href="https://bit.ly/3CzvLaS">https://bit.ly/3CzvLaS</a>
3 <sup>rd</sup> Quarter Ceremonial Pressing of the Button	09 September 2021	8:00 a.m.	<a href="https://bit.ly/3fKt8sY">https://bit.ly/3fKt8sY</a>
Conduct of school/community IEC campaign by displaying EQ preparedness measures in office/school bulletin boards or thru the official school DepEd Tayo Page	Whole month of September		
Update and distribute evacuation map containing the routes and sites (at school or community) in coordination with LDRRMOs/BDRRMOs	Whole month of September		

2. Given that students are still on vacation, all are still encouraged to participate the above-mentioned activities, which promote earthquake preparedness and disaster resiliency while observing the COVID-19 required health standards. Further, personnel who are on work-from-home arrangement can use this opportunity to do introduce the **duck-cover-hold (DCH) strategy** during an earthquake to their family members.



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**Photo-documentation of the actual DCH may be posted in your respective schools' DepEd Tayo FB Page using #towards\_RESILIENT\_BenguetSchools.**

3. Proper documentation and post-activity evaluation are required. Therefore, all schools are advised to utilize the standard NSED Google Form as indicated in the attached Annex A. For schools who have difficulty accessing the google form link, You may utilize Annex B for your accomplishment report and submit a signed copy through e-mail at [DRRM.depedbenguet@gmail.com](mailto:DRRM.depedbenguet@gmail.com). **NOTE:** posting in the FB is not considered an official accomplishment report.
  
4. For information, guidance, and compliance of all.

  
**GLORIA B. BUYA-AO**  
Schools Division Superintendent

SGOD/SMN/nib2021



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## Annex A

### **Guidelines on the Submission of the 2021 3rd Quarter Nationwide Simultaneous Earthquake Drill (NSED) Reports**

All schools, schools division offices and regional offices should thoroughly follow the guidelines below. Non-compliance is considered as non-acceptance of the reports.

#### **3rd Quarter NSED Google Forms:**

1. The School DRRM Coordinators shall fill out a Google Form link which is clustered into three (3), namely for schools in:
  - a. Luzon <https://bit.ly/LuzonSchools3QNSEd>
  - b. Visayas <https://bit.ly/VisayasSchools3QNSEd>
  - c. Mindanao <https://bit.ly/MindanaoSchools3QNSEd>
2. The Region and Division DRRM Coordinators shall also fill out a Google Form link specific for their respective offices:
  - a. Division <https://bit.ly/DivisionTemplate3QNSEd>
  - b. Region <https://bit.ly/RegionalTemplate3QNSEd>
3. The School, Division and Region DRRM Coordinators shall accomplish the Google Form **not later than five (5) working days after the quarterly NSED.**
4. In case that schools are not able to access or fill out the Google Form due to internet connectivity issues, they may opt to use the attached reporting template (**Annex B. School Reporting Template**) and submit a copy through email to the respective Division DRRM Coordinator **not later than ten (10) working days after the quarterly NSED.**

#### **Consolidation of Reports**

1. The DRRMS will provide the regions and divisions daily updates of the NSED report submission after the quarterly NSED.
2. The DRRMS will provide the regions and divisions the final consolidated report **ten (10) working days after the quarterly NSED** and it shall be vetted by the Division DRRM coordinators.
3. The Division DRRM coordinators shall vet the final consolidated report. Should they find schools that are not included, kindly add and have the file be signed by the Schools Division Superintendent (SDS) and submit to the respective Regional DRRM Coordinators, copy furnishing the respective SDS not later than **thirteen (13) working days after the quarterly NSED.**
4. The Regional DRRM coordinators must consolidate the NSED reports from Division DRRM coordinators and send them to the DRRMS via email [drmo+NSED2021@deped.gov.ph](mailto:drmo+NSED2021@deped.gov.ph), copy furnishing the respective Regional Directors not later than **sixteen (16) working days, after the quarterly NSED.**
5. The official number of schools that participated in the NSED will be based on the final consolidated NSED report signed by the Regional Director or the authorized official from the regional office and submitted to the DRRMS.



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
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**ANNEX B. REPORT ON THE 3RD QUARTER NATIONAL SIMULTANEOUS  
 EARTHQUAKE DRILL (NSED)**

Date Conducted: \_\_\_\_\_

I. Baseline Data	
A	Region
B	Division
C	Name of School
D	School ID
E	Number of Learners
F	Number of School Personnel (teaching and non-teaching)

Question		Answer	Remarks
<b>II. PRE-NSED</b>			
A	Did the school coordinate with LDRMO/BDRRMC as part of the preparation for the actual conduct of NSED? (Yes/No)		
B	Did the school conduct an orientation to learners and personnel on earthquake preparedness measures and the conduct of NSED? (Yes/No)		
<b>III. ACTUAL NSED</b>			
A	Total no. of school personnel (teaching and non-teaching) that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
B	Total no. of learners that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
<b>IV. POST-NSED</b>			
A	Did the school DRRM team facilitate post-evaluation of the NSED? (Yes/No)		

V. ISSUES AND CONCERNS	
<b>Instruction:</b> Please mark check (✓) all issues and concerns experienced in conducting National Simultaneous Earthquake Drill (NSED)	
<input type="checkbox"/>	Lack of/limited communication equipment (internet, cellphone, two-way radio, etc.)
<input type="checkbox"/>	Lack of/limited early warning system (bells, megaphones, alarms, etc.)
<input type="checkbox"/>	Limited First Aid kit
<input type="checkbox"/>	Limited rescue equipment
<input type="checkbox"/>	Limited no. of Go Bags