Republic of the Philippines

# Department of Education

Cordillera Administrative Region

**Schools Division of Benguet**

03 November 2026

**DIVISION MEMORANDUM**
No. 474, s2026

**CONDUCT OF THE 4TH QUARTER 2026 NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (4Q NSED)**

DepEd-Benguet Division
NOV 04 2026
RELEASED

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Schools District In-charge
All Public-School Heads
All Private-School Heads
District Disaster Risk Reduction and Management (DRRM) Coordinators
School Disaster Risk Reduction and Management (DRRM) Coordinators
All Others Concerned

1. In reference to the DepEd Central Office Disaster Risk Reduction and Management Service (DRRMS) Advisory dated October 30, 2026, and Official Memorandum No. OM-OUGOPS-2026-04-08938 dated February 18, 2026, entitled *"Reiteration on the Schedule for the Conduct of CY 2026 Quarterly Nationwide Simultaneous Earthquake Drill (NSED),"* the Schools Division Office of Benguet hereby informs all concerned of the conduct of the **Fourth Quarter Nationwide Simultaneous Earthquake Drill (4Q NSED) on November 5, 2026 (Thursday), at 9:00 A.M.**

2. All public and private elementary and secondary schools, including Community Learning Centers (CLCs), as well as offices under the Schools Division of Benguet, are enjoined to participate in the scheduled drill to strengthen earthquake preparedness and response readiness.

3. All school heads and office heads shall ensure the proper, safe, orderly, and coordinated conduct of the drill in accordance with established school and office emergency procedures and applicable contingency plans. The drill shall include the proper execution of the **"Duck, Cover, and Hold"** procedure, safe evacuation, and the systematic accounting of all learners, personnel, and other participants, as applicable.

4. All school heads and office heads shall assess prevailing conditions before and during the activity and implement appropriate safety measures to protect the well-being of all participants. Concerned schools and offices shall consider potential heat-related risks and implement appropriate protective measures in accordance with applicable DepEd policies and guidelines, including DepEd Memorandum No. 064, s. 2026, on preparedness for the 2026–2027 El Niño, and the Department's 4H Framework, as applicable.

5. Other conditions that may affect the safe conduct of the drill, including severe weather, unsafe facilities, health emergencies, and actual incidents, shall likewise be considered.

6. School heads and office heads are authorized to modify, postpone, suspend, or discontinue the drill, as warranted by prevailing conditions and in accordance with applicable DepEd and National Disaster Risk Reduction and Management Council (NDRRMC) directives. Immediate and appropriate action shall be undertaken whenever

the activity poses a risk to the safety and well-being of learners, personnel, and other participants.

7. All concerned schools shall implement the applicable procedures stipulated in their respective Earthquake Contingency Plans (ConPlans) during the drill. The activity shall also serve as an opportunity to assess the effectiveness of existing preparedness measures and identify areas requiring improvement.

8. All concerned schools and offices shall utilize the prescribed NSED evaluation tools, Information and Education Campaign (IEC) materials, and reporting templates to guide, assess, and document the conduct of the drill. The following resources may be accessed through the links provided:

**NSED Evaluation Tool:** https://tinyurl.com/NSED-EvalForm
**NSED Materials:** https://bit.ly/DepEdNSED

9. Designated school drill evaluators shall accomplish the prescribed NSED Evaluation Tool to assess the effectiveness of the drill, document observations, and identify areas for improvement.

10. Schools shall document their participation and implementation of the drill using the applicable prescribed reporting tools. The Schools Division Office shall likewise accomplish the prescribed office-based reporting template to document personnel participation, drill implementation, and related activities.

11. All concerned reporting units shall submit the applicable reports to their respective designated recipients, following the prescribed reporting procedures and deadlines. **All required reports shall be submitted on or before November 15, 2026,** unless otherwise directed through applicable reporting guidelines.

12. All school heads, school DRRM coordinators, office heads, and other concerned personnel are directed to ensure the proper conduct and documentation of the drill, compliance with the prescribed reporting requirements, and observance of appropriate safety measures throughout the activity.

13. The conduct of the 4Q NSED shall serve as an opportunity to further strengthen earthquake preparedness, response readiness, and the overall culture of safety and resilience among schools and offices in the Division.

14. For information, guidance, and appropriate action.

sgd
**CARMEL F. MERIS**
OIC - Schools Division Superintendent

*SGOD/SMN/DRRM/cwl2026*