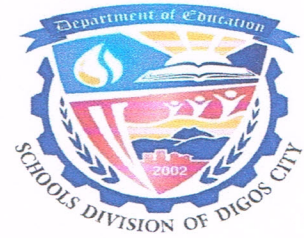





Republic of the Philippines  
Department of Education  
Region XI  
SCHOOLS DIVISION OF DIGOS CITY  
Tel. No.: (082) 553-8375; 553-8376; 553-8396



Division Memorandum No. 263, s. 2016

**TO :** All Schools District Supervisors  
All Principals/SICs/TICs, Elementary and Secondary Schools  
All School DRRM Focal Persons

**FROM :**   
DEE D. SILVA, DPA, CESO VI  
Schools Division Superintendent

**SUBJECT :** 2<sup>nd</sup> QUARTER NATIONAL SIMULTANEOUS EARTHQUAKE  
DRILL 2016

**DATE :** May 26, 2016

1. There will be a National Simultaneous Earthquake Drill (NSED) on **June 22, 2016 at 9:00 AM**. The drill will test the contingency plans of schools for earthquake with the impact of a 7.2 magnitude.
2. With this, all elementary and secondary schools, both public and private, are directed to conduct Earthquake Drills simultaneously.
3. Herewith is the list of things to do in preparation for the earthquake drill:
  - a. Connect with Local Disaster Risk Reduction and Management Council (LDRRMC) for an orientation on earthquake to understand intensity and possible impacts. Discuss preparedness measures.
  - b. Map out personnel/learners and contact numbers.
  - c. Determine communication flow among offices/schools and overall command system.
  - d. Determine personnel/learners with special needs in case of an earthquake; assign focal persons within the particular office/classroom to take charge of those personnel/learner with special needs.
  - e. Put up signage for evacuation routes and safe places to gather and/or evacuate to.
  - f. Ensure that everyone knows what to do during and after an earthquake.
  - g. Conduct post evaluation of the drill.
4. Reports of the drill conducted will be submitted by respective schools to the Division DRRM Focal Person for consolidation on or before **JULY 15, 2016**.
5. For your strict compliance.

DepEd Schools Division of Digo:

**RELEASED**  
4402  
Date: MAY 31 2016 Time: 11:25 AM  
By: f