



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 523, s. 2021

August 31, 2021

**REITERATION OF PARTICIPATION TO THE 2021 3RD QUARTER
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED) ACTIVITIES**

To: Chief Education Supervisors – (CID&SGOD)
Division DRRM Coordinator
All School Heads
School DRRM Coordinators
All Teaching, Teaching-Related, and Non-Teaching Personnel
All Others Concerned

1. In relation to the approved National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 90, s. 2021 titled '*Participation to the Third Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities,*' the Department of Education Schools Division Office of Digos City, through the Disaster Risk Reduction and Management Unit, enjoins schools to participate in the **2021 3rd Quarter Nationwide Simultaneous Earthquake Drill (NSED) on September 9, 2021 (8:00 AM).**

2. Kindly refer to the following schedule of activities with its respective registration links:

Activity	Date	Time	Registration Link
School-Based DRRM Webinar: Roles and Functions during Drills and Exercise	03 September 2021	9:30 a.m. - 12:00 n.n.	https://bit.ly/3CzvLaS
3rd Quarter Ceremonial Pressing of the Button	09 September 2021	8:00 a.m.	https://bit.ly/3fKt8sX

3. Given that students are on summer vacation, all are still encouraged to participate in the above-mentioned activities, which promote earthquake preparedness and disaster resiliency while observing the COVID-19 required health standards.



4. In order to further raise awareness regarding the earthquake drill, School DRRM coordinators are encouraged to:

1. Intensify the Information, Education and Communication (IEC) campaign by displaying earthquake preparedness measures at the school bulletins or through online forums such as social media platforms and video conferences.
2. Discuss results of Family Earthquake Preparedness Homework to the PTA and barangay officials for consideration in the school and community preparedness planning, as mandated in DO No. 27, s. 2015.
3. Distribute maps containing evacuation routes and sites (at school or community) in coordination with LDRRMOs/BDRRMCs.
4. For more information, kindly refer to Enclosure No. 12 in DepEd Order No.48 s. 2012.
5. Additional preparedness and response measures are listed in Enclosure 23 of DepEd Order No. 33, s. 2021.

5. In addition, **existing earthquake contingency plan of schools shall be updated** to incorporate scenarios, mechanisms and arrangements reflective of the current COVID-19 situation. To ensure minimum public health standards in the conduct of the activities, remote coordination and online workshops are encouraged.

6. Proper documentation and post-activity evaluation are required. Therefore, the schools are advised to make necessary preparations so that the required reports are submitted on time. Attached are the guidelines for the submission of the 3rd Quarter NSED Reports (**Annex A**).

7. Immediate dissemination of this Memorandum is desired.



CRISTY C. EPE

Schools Division Superintendent



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/LuzonSchools3QNSEED>
 - b. Visayas <https://bit.ly/VisayasSchools3QNSEED>
 - c. Mindanao <https://bit.ly/MindanaoSchools3QNSEED>
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/DivisionTemplate3QNSEED>
 - b. Region <https://bit.ly/RegionalTemplate3QNSEED>
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, copy furnishing the respective Regional Directors not later than **sixteen (16) working days, after the quarterly NSED**.

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.



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
☎ (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
📠 (082) 553-8396 | (082) 553-8376
🌐 www.depeddigoscity.org ✉ digos.city@deped.gov.ph