



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 630, s. 2021

November 2, 2021

**REITERATION OF PARTICIPATION TO THE 2021 4TH QUARTER
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED) ACTIVITIES**

To: Chief Education Supervisors – (CID&SGOD)
Public Schools District Supervisors
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. 132, s. 2021 titled '*Participation to the Fourth 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 4th Quarter Nationwide Simultaneous Earthquake Drill (NSED) on November 11, 2021 (8:00 AM).**

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

Activity	Date	Time	Registration Link
Disaster Preparedness Webinar for PWDs, Victims of Disaster and Calamities and Fisherfolk	November 9, 2021	9:00 AM	https://bit.ly/3GgnvOL
4th Quarter Ceremonial Pressing of the Button	November 11, 2021	8:00 AM (start of the program)	https://bit.ly/3Cftnp8



3. Due to the limitations in the conduct of mass gatherings and adherence to COVID-19 required health protocols, NSED exercises requiring physical interaction, **particularly evacuation drills in DepEd offices and schools, are hereby suspended.** However, all DepEd personnel and learners are enjoined to practice the **“duck, cover, and hold”** procedure simultaneously at the set time.

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

1. Participate in activities in observance of the World Tsunami Awareness Day on 5 November 2021.
2. Intensify the Information, Education, and Communication (IEC) campaign by displaying earthquake preparedness measures in offices and school bulletins or through online forums such as social media platforms and video conferences.
3. Discuss results of Family Earthquake Preparedness Homework with the PTA and barangay officials for consideration in the school and community preparedness planning, as mandated in DO No. 27, s. 2015.
4. Distribute maps containing evacuation routes and sites (at school or community) in coordination with LDRRMOs/BDRRMCs.

5. For more details, kindly refer to Enclosure No. 1 of DepEd Order No.48 s. 2012. Additional preparedness and response measures are listed in Enclosure 2 of DepEd Order No. 33, s. 2021.

6. Proper documentation and post-activity evaluation are required. Therefore, all 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 4th Quarter NSED Reports (**Annex A**).

7. For more information, please refer to the attached NDRRMC Memorandum No. 132, s. 2021 titled *‘Participation to the Fourth Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities,’* and NDRRMC Memorandum No. 71, s. 2020, titled *‘Interim Guidelines in the Conduct of the NSED.’*

8. Immediate dissemination of this Memorandum is desired.



CRISTY C. EPE

Schools Division Superintendent



Annex A

Guidelines on the Submission of the 2021 4th 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.

4th 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/LuzonSchools4QNSEED>
 - b. Visayas <https://bit.ly/VisayasSchools4QNSEED>
 - c. Mindanao <https://bit.ly/MindanaoSchools4QNSEED>
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/DivisionTemplate4QNSEED>
 - b. Region <https://bit.ly/RegionalTemplate4QNSEED>
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.**
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.

