



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025- 118

To : Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Public and Private School Heads Secondary and Elementary
 All School DRRM Coordinators
 All Division Personnel
 All Concerned Personnel

Subject : THE CY 2025 QUARTERLY NATIONWIDE SIMULTANEOUS
 EARTHQUAKE DRILL (NSED) SCHEDULE

Date : February 17, 2025

This has reference to the Memorandum DM-OUOPS-2025-04-00865 dated February 10, 2025 from Dexter A. Galban, Assistant Secretary for Operation, Office of the Undersecretary for Operations, titled **“THE CY 2025 Quarterly Nationwide Simultaneous Earthquake Drill (NSED)”**

With this, all schools and offices are encouraged to participate in the earthquake drills with the following schedules as follows:

Quarter	Date	Time
1 st Quarter	13 March 2025	2:00 PM
2 nd Quarter	19 June 2025	9:00 AM
3 rd Quarter	11 September 2025	2:00 PM
4 th Quarter	06 November 2025	9:00 AM

Moreover, to fast track the reporting the Division DRRM coordinator will utilize the online submission of NSED reports not later than eight (8) days after the Quarterly NSED.

Furthermore, please refer to the Memorandum for more instructions and guidance for further raising the awareness on earthquake preparedness and tasks that are encouraged for the school DRRM coordinators to undertake.

Immediate and wide dissemination of this Memorandum is desired.

RECORDED
 25-70-111
RELEASED
 DATE: FEB 24 2025 TIME: 2:21

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
 Schools Division Superintendent

Enclosed: As stated.
 SGOD/DRRM/jtc



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
 Telephone Nos.: (082) 553-8375; (082) 553-8396



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

DepEd Schools Division of Digos City
 RECORDS SECTION
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MEMORANDUM
 DM-OUOPS-2025- 04-00865

FOR : **MINISTER, BASIC, HIGHER, AND TECHNICAL EDUCATION, BARMM**
ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL REGIONAL AND DIVISION DRRM COORDINATORS
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS

THRU : **FELINO O. CASTRO V**
Director IV, Disaster Risk Reduction and Management Service

FROM : **DEXTER A. GALBAN**
Assistant Secretary for Operations
Officer-in-Charge
Office of the Undersecretary for Operations

SUBJECT : **The CY 2025 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) Schedule**

DATE : February 10, 2025

Pursuant to the approved NDRRMC Memorandum No. 027, s. 2025 "Conduct of the CY 2025 Nationwide Simultaneous Earthquake Drill", all schools and DepEd offices are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED) with schedule as follows:

Quarter	Date	Time
1 st Quarter	March 13, 2025	02:00 PM
2 nd Quarter	June 19, 2025	09:00 AM
3 rd Quarter	September 11, 2025	02:00 PM
4 th Quarter	November 6, 2025*	09:00 AM

*In connection with the observance of the World Tsunami Awareness Day

Additionally, NDRRMC Memorandum No. 06, s. 2023 allowed the resumption of the conduct of traditional or in-person Nationwide Simultaneous Earthquake Drill since the beginning of the first quarter of 2023. Therefore, it is recommended to design and



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Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 5



implement other forms of exercises based on needs assessment, aside from evacuation drills, to scale up overall earthquake preparedness. Further, coordination with local government units (LGUs) and community stakeholders, post-drill review, coordinated assessment, and evaluation shall be conducted. This is to ensure effective implementation of contingency plans and improve future preparedness efforts.

To increase awareness and enhance preparedness for the impending threat of the inevitable occurrence of an earthquake, even amid the pandemic, the **Information, Education, and Communication (IEC) campaign in NSED using distant means should be continuously intensified**. A copy of NSED materials can be accessed through <https://bit.ly/DepEdNSED2025>.

After each drill, the DRRM Teams must review and update their earthquake contingency plans, integrating new operational strategies and lessons learned to identify gaps.

For the post-NSED activities, the self-evaluation and processing of the NSED within respective areas of jurisdiction are encouraged after the conduct of NSED. Proper documentation and post-activity evaluation of said drill are required. All field offices should ensure that the required reports are submitted on time, as indicated in Annex A. Also attached is the NDRRMC Memorandum No. 027, s. 2025 for reference.

For further information, you may contact the Disaster Risk Reduction and Management Service, 2nd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at drrmo@deped.gov.ph.

For information and appropriate action.

[DRRMS/AAMS]



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ANNEX A

Guidelines on the Quarterly Submission of the 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

All DepEd Regional Offices, Schools Division Offices, and schools should thoroughly follow the guidelines below:

I. Schools- Based NSED

For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B – Template 1**), to be signed by the School Head.
2. Guidelines on the photo and video documentation are in **Annex C**.
3. The signed form with attached photo and video documentation of NSED practices and initiatives shall be submitted to the respective Division DRRM Coordinators **not later than five (5) working days, after the schedule of the quarterly NSED.**

For Schools Division Offices

1. The Division DRRM Coordinators must consolidate NSED reports and pictures from School DRRM Coordinators (**Annex B – Template 3**).
2. Consolidated NSED reports and pictures from schools must be submitted by the Division DRRM Coordinators **to the DRRMS via email drrmo@deped.gov.ph not later than fifteen (15) working days, after the schedule of the quarterly NSED.** Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of Division Consolidated Report (School-Based NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

3. Division DRRM Coordinators are requested to submit at least **five (5) best pictures** from their divisions. Soft copies are to be attached to their report.
4. Division DRRM Coordinators should use the naming convention below as subject line for emails:

1st Quarter NSED: [CY 2025 1QNSED] Report_<Region-Name of SDO>
2nd Quarter NSED: [CY 2025 2QNSED] Report_<Region-Name of SDO>
3rd Quarter NSED: [CY 2025 3QNSED] Report_<Region-Name of SDO>
4th Quarter NSED: [CY 2025 4QNSED] Report_<Region-Name of SDO>



Example: [CY 2025 1QNSED] Report_Region VIII-SDO Tacloban City

5. The cut-off time for all deadlines will be at 05:00 PM. The official number of schools participating in the NSED will be based on the consolidated NSED report signed by the Schools Division Superintendent (SDS) or authorized official from the division office to be submitted to DRRMS.

II. Office-Based NSED (Regional and Schools Division Offices)

1. All Regional Offices and Schools Division Offices are also enjoined to conduct quarterly NSED in their respective offices. The Regional/Division DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B – Template 2**), to be signed by the Regional Director/Schools Division Superintendent, respectively.
2. The Regional DRRM Coordinators must consolidate NSED reports and pictures from Schools Division Offices (**Annex B – Template 4**).
3. Consolidated NSED reports and pictures from the Division Offices must be submitted by the Regional DRRM Coordinators to the **DRRMS via email drmo@deped.gov.ph not later that fifteen (15) working days, after the schedule of the quarterly NSED**. Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of Regional Consolidated Report (Office-Level NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

4. Regional DRRM Coordinators should use the naming convention below as subject line for emails:

1st Quarter NSED: [CY 2025 1QNSED] Report_<Name of Region>
2nd Quarter NSED: [CY 2025 2QNSED] Report_<Name of Region>
3rd Quarter NSED: [CY 2025 3QNSED] Report_<Name of Region>
4th Quarter NSED: [CY 2025 4QNSED] Report_<Name of Region>

Example: [CY 2025 1QNSED] Report_Region X

The DRRMS shall submit the national consolidated report (both School-Based and Office-Based NSED) to the Office of the Civil Defense through the Office of the Undersecretary for Operations.

ANNEX C

Guidelines on the Photo and Video Documentation of Quarterly Nationwide Simultaneous Earthquake Drill

The following guidelines is set for the photo and video documentation of the quarterly conduct of NSED in schools and DepEd offices:

1. Photo and video recordings of quarterly NSED conduct may be used in information and communication materials of the Department, as requested.
2. All materials should display adherence to minimum health protocols such as but not limited to, social distancing and wearing of face masks.
3. The following scenarios must be included in the documentation of the school:
 - a. Learners, personnel, and/or parents/guardians wearing personal protective equipment such as hard hats.
 - b. Learners, personnel, and/or parents/guardians doing the Duck, Cover, and Hold.
 - c. Conduct of coordination/preparatory meeting.
 - d. Actual conduct of the quarterly NSED.
4. The recommended minimum specifications are as follows:
 - a. Photo
 - i. File format: JPG or PNG
 - ii. Dimensions: 4:3 ratio or 16:9 ratio
 - iii. Orientation: Landscape
 - b. Video
 - i. File format: MP4 or MOV (with 1080p or 720p resolution)
 - ii. Dimensions: 1920px x 1080px (16:9)
 - iii. Orientation: Landscape
 - iv. Frame rate: 30fps or 60fps

ANNEX B



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REPORT ON THE CONDUCT OF
QUARTERY NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL
(QNSD)



DATE CONDUCTED: _____
TIME STARTED: _____
TIME ENDED: _____

REGION	
DIVISION	
NAME OF SCHOOL	

Pre-Drill	Yes	No	Remarks
With available Go Bags?			
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet, cellphone, two-way radio, etc.)?			
With sufficient space in school/classrooms to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRRMO/BDRRMCs?			
Conducted an orientation to learners and school personnel on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Conducted an orientation to parents on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Learners have accomplished the Family Earthquake Preparedness Homework?			
Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?			

Additional Remarks

Actual Drill	Yes	No
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		

Other sub-activities conducted (symposium, advocacy campaigns, etc)

No. of Personnel (Total Population)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
Grand Total		

No. of Personnel Participated (Participation Head Count)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
<i>Grand Total</i>		
No. of Learners (Total Population)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
<i>Grand Total</i>		
No. of Learners Participated (Participation Head Count)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
<i>Grand Total</i>		
Post-Drill	Yes	No
Conduct a review of the Contingency Plan?		
Additional Remarks		
<p>Common issues and concerns encountered during the actual conduct of drill</p> <p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5 [Add additional item/s when necessary]</p>		

Prepared by:

Noted by:

[School DRRM Coordinator]

Date:

[School Head]

Date:

ANNEX B



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REPORT ON THE CONDUCT OF
QUARTERY NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL
(QNSD)



DATE CONDUCTED: _____
TIME STARTED: _____
TIME ENDED: _____

REGION	
DIVISION	

Pre-Drill	Yes	No	Remarks
With available Go Bags?			
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet, cellphone, two-way radio, etc.)?			
With sufficient space in the office (SDO/RO) to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRRMO/BDRRMCs?			
Conducted an orientation to personnel on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?			

Additional Remarks

Actual Drill	Yes	No
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		

Other sub-activities conducted (symposium, advocacy campaigns, etc)

No. of Personnel Participated	Male	Female
No. of Personnel		
<i>Grand Total</i>		
Post-Drill	Yes	No
Conduct a review of the Contingency Plan?		
Additional Remarks		
<p>Common issues and concerns encountered during the actual conduct of drill</p> <p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5 [Add additional item/s when necessary]</p>		

Prepared by:

Noted by:

[Regional/Division DRRM Coordinator]

Date:

[Regional Director/Schools Division Superintendent]

Date:



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGIONAL AND DIVISIONS CONSOLIDATED REPORT ON THE CONDUCT OF QUARTERLY NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL

Insert Regional Office Logo here

No.	Name of Region Office here Name of DDO Office here	PRE-DRILL										ACTUAL DRILL						POST-DRILL			
		With available Go Bags?	With updated contingency plan?	With available early warning system?	With available emergency and rescue equipment?	With available First Aid Kit?	With available communication equipment (Internet, mobile phone, etc.)?	With sufficient space in the office (RO/DO) to accommodate the "Duck, Cover, and Hold" drill?	Conducted a meeting with LDR/RO/DO/DR/RECO?	Conducted an orientation to personnel on earthquake preparedness and fire drill?	Conducted drills and/or activities on Education and Communication campaigns on earthquake preparedness and fire prevention?	Additional Remarks	Conducted "DUCK, COVER, and HOLD"?	Conducted evacuation drill?	Total No. Personnel (Total Office Population)	Total No. Personnel Participated (Participation Head Count)	Consent of participating executives	Additional Remarks	Common lessons and concerns arising from the actual conduct of drill		
		Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No		
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TOTAL																					

Prepared by _____

(Division DRILL Coordinator)
Date _____

Noted by _____

(School Division Superintendent)
Date _____



REPUBLIC OF THE PHILIPPINES
NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL
 National Disaster Risk Reduction and Management Center, Camp Aguinaldo, Quezon City, Philippines

JAN 26 2025

MEMORANDUM

No. *27*, s. 2025

TO : ALL MEMBERS OF DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS AT THE NATIONAL, REGIONAL, PROVINCIAL, CITY, MUNICIPAL LEVELS AND BARANGAY DISASTER RISK REDUCTION AND MANAGEMENT COMMITTEES, HEADS OF NATIONAL GOVERNMENT AGENCIES, CONSTITUTIONAL OFFICES, STATE UNIVERSITIES AND COLLEGES, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS

SUBJECT : CONDUCT OF THE CY 2025 QUARTERLY NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL

The Philippines, situated along the seismically active Pacific Ring of Fire, is susceptible to frequent earthquakes and volcanic eruptions. Recognizing this, the National Disaster Risk Reduction and Management Council (NDRRMC), guided by Republic Act (RA) 10121, has implemented various measures to mitigate earthquake risks and other geological hazards. These measures encompass contingency planning, Incident Command System training for effective response, organization of Response Clusters, intensified public awareness campaigns, and strengthened inter-agency coordination.

A cornerstone of the NDRRMC's initiatives is the Nationwide Simultaneous Earthquake Drill (NSED), conducted quarterly under the leadership of the Office of Civil Defense (OCD). NSED aims to assess the nation's capacity to respond to earthquakes, particularly in ensuring public safety through well-organized evacuation and response procedures.

In view thereof, the schedule for the CY 2025 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) is hereby disseminated:

QUARTER	DATE/TIME	TIME
1st	13 March 2025	2:00 PM
2nd	19 June 2025	9:00 AM
3rd	11 September 2025	4:00 PM
4th	6* November 2025	9:00 AM



* In connection with the observance of the World Tsunami Awareness Day.



The schedule of NSED may be adjusted in circumstances such as, but not limited to declared holidays, sudden cancellation of school classes or office work, or actual emergency and disaster incidents.


Active participation of DRRMCs at all levels, other government agencies/entities including its regional and local offices are strongly encouraged. All schools, offices and other local activities are requested to be temporarily interrupted to give way for the scheduled conduct of the NSED. Respective activities shall resume afterwards.

All participating agencies are requested to submit their Participation Data, as well as After Activity Report and Improvement Plan thru the link/QR Code below. Report templates and other relevant documents could also be accessed through a separate link/QR Code.

Report Submission	Report Templates and other relevant documents
 https://forms.gle/uhEiHDjHB8CKceHM6	 https://tinyurl.com/y5samz9e

For information and guidance.

For the Chairperson, NDRRMC:


USEC ARIEL F. NEPOMUCENO
Executive Director, NDRRMC and
Administrator, OCD

