



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

03 June 2022

DIVISION MEMORANDUM
NO. 234, s. 2022

**PARTICIPATION TO THE 2ND QUARTER NATIONWIDE SIMULTANEOUS
EARTHQUAKE DRILL (NSED) AND REVIEW OF DRRM POLICIES, IEC
AND ADVOCACY RESOURCES**

To: **Assistant Schools Division Superintendent**
Chief Education Supervisor, SGOD & CID
Administrative Officer V
Project Development Officer II
Project Development Officer I
All Public Elementary and Secondary School Heads
All Division Section Heads
All School DRRM Coordinators
All Others Concerned
This Division

1. Relative to the OUA MEMO 00-0522-0165, *Re: Reiteration of the Participation to the 2022 2nd Quarter Nationwide Simultaneous Earthquake Drill (NSED) Activities*, this Office informs the field to participate on the following events:

Date	Time	Activity	Participant
June 9, 2022	9:00 A.M.	2 nd Quarter Nationwide Simultaneous Earthquake Drill (NSED)	All Teaching, Non- teaching, students and other in all school of El Salvador City Division
	1:00 P.M	Coordination Meeting	All School DRRM Coordinators

2. This activity aims to provide guidance, consistency, accountability, efficiency, and clarity on the existing policy of the Division. Improve and develop advocacies and IEC resources and materials fit to the Division.





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This will also serve as an avenue to prepare, conduct and evaluate the 2nd Quarter National Simultaneous Earthquake Drill (NSED).

3. Further, all School DRRM Coordinators are expected to attend the coordination meeting at the Conference Room, Jade Building, Division of El Salvador City. Attached are the guidelines for the submission of the 2nd Quarter NSED Reports (Annex A) and the School-Level Report Form (Annex B).
4. Moreover, strict adherence to the health protocol specified by the Inter-Agency Task Force (IATF) and the directive set by the Local Government unit (LGU) must be observed such as wearing of face mask, observing social distancing measures, and taking of temperature.
5. This meeting shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the set drills. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. Immediate and wide dissemination of this Memorandum is enjoined.

OLGA C. ALONSABE, Ph.D., CESO V
Schools Division Superintendent

Encls:

As stated

Reference:

OUA MEMO 00-0522-0165

To be indicated in the Perpetual Index
under the following subject:

SGOD/YFD/jee

2ndQ NSED2022
DRRM COORDINATOR





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Annex A

Guidelines on the Submission of the 2022 2nd Quarter Nationwide Simultaneous Earthquake Drill (NSED) Reports

All schools, schools division offices, and regional offices should thoroughly follow the guidelines below. Non-compliance is tantamount to the non-acceptance of said reports.

2nd 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/LuzonSchools2Q>
 - b. Visayas <https://bit.ly/VisayasSchools2Q>
 - c. Mindanao <https://bit.ly/MindanaoSchools2Q>
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/Division2Q>
 - b. Region <https://bit.ly/Region2Q>
3. The School, Division, and Region DRRM Coordinators shall accomplish the google form **not later than five (5) working days after quarterly NSED.**
4. In case 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 quarterly NSED.





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2. The DRRMS will provide the regions and divisions the final consolidated report **ten (10) working days after quarterly NSED** and shall be vetted by the Division DRRM coordinators.
3. The Division DRRM coordinators shall vet the final consolidated report. Should they find schools not included, kindly add and have the file be signed by the Schools Division Superintendent (SDS), and submit to respective Regional DRRM Coordinators copy furnish respective SDS not later than **thirteen (13) working days after quarterly NSED**.
4. The Regional DRRM coordinators must consolidate NSED reports from Division DRRM coordinators and send to the DRRMS via email drmo+dp@deped.gov.ph copy furnish respective Regional Directors not later than **sixteen (16) working days, after quarterly NSED**.
5. The official number of schools that participated in NSED will be based on the final consolidated NSED report signed by the Regional Director or authorized official from the regional office to be submitted to DRRMS.





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Annex B

**SCHOOL-LEVEL REPORT ON THE 2nd QUARTER NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

Date Conducted: _____
Time Started: _____
Time Ended: _____

I. Baseline Data			
A	Region		
B	Division		
C	Name of School		
D	School ID		
		Male	Female
E	Number of Learners (excluding IP, Muslim and Learners with Disability)		
F	Number of IP Learners		
G	Number of Muslim Learners		
H	Number of Learners with Disability		
I	Number of Teaching Personnel		
J	Number of Non-Teaching Personnel		

Question		Answer	Remarks
II. PRE-NSED		(Yes/No)	
A	Are Emergency Go Bags available?		
B	Are there updated preparedness, evacuation, and response plan reflective of the COVID-19 situation?		
C	Is there an updated contingency plan reflective of the COVID-19 situation?		
D	Is an early warning system available?		
E	Are emergency and rescue equipment available?		
F	Are first aid kits available?		
G	Is communication equipment available?		
H	Is there sufficient space at home/school to conduct the "Duck, Cover, and		





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	Hold?"		
I	Did you conduct coordination/preparatory meetings LDRRMO/BDRRMCs?		
J	Did you conduct orientation to learners on the earthquake preparedness measures and the conduct of the NSED?		
K	Did you conduct orientation to parents on the earthquake preparedness measures and the conduct of the NSED?		
L	Did the learners accomplish the Family Earthquake Preparedness Homework?		
M	Did you conduct alternative activities and/or Information, Education and Communication (IEC) Campaign?		
III. ACTUAL NSED			
A	Number of Learners (excluding IP, Muslim and Learners with Disability) that participated		
B	Number of IP learners that participated		
C	Number of Muslim learners that participated		
D	Number of Learners with Disability that participated		
E	Number of Teaching Personnel that participated		
F	Number of Non-Teaching Personnel that participated		
IV. POST-NSED			
A	Did you conduct post-activity exercises such as virtual earthquake drills, tabletop, and functional exercises?		

V. ISSUES AND CONCERNS	
Instruction: Please mark check (✓) all issues and concerns experienced in conducting National Simultaneous Earthquake Drill (NSED)	
	Improper practice of Duck, Cover & Hold
	Non-compliance to minimum health protocols for COVID-19
	Others (specify):





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1	
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Prepared by:

Approved by:

SDRRM Coordinator		School Head/Principal

