



Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
 CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

02 SEPT 2021

DIVISION MEMORANDUM  
 No. 392 s. 2021

**REITERATION ON THE SCHEDULE OF ACTIVITIES FOR 2021 3<sup>RD</sup> QUARTER  
 NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

To: OIC-Assist. Schools Division Superintendent  
 Chief Education Supervisors  
 Heads, Unit/ Section  
 Heads, Private and Public Elementary and Secondary Schools  
 All Others Concerned

1. Relative to **OUA Memo 00-0921-0004**, all Schools are encouraged to participate on the following activities:

Activity	Date	Time	Registration Link
School-Based DRRM Webinar: Roles and Functions during Drills and Exercise	Sept. 3, 2021	9:30am-12:00nn	<a href="https://bit.ly3CzvLaS">https://bit.ly3CzvLaS</a>
3 <sup>rd</sup> Quarter Ceremonial Pressing of the Button	Sept. 9, 2021	8:00am	<a href="https://bit.ly3fKt8sX">https://bit.ly3fKt8sX</a>

2. Attached is OUA Memo for the information and guidance of all concerned.
3. Immediate dissemination and strict compliance of this Memorandum is desired.

**GELIE M. ILAGAN, CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Office of the Schools Division Superintendent



Brgy. Poto, Tayabas City



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0921-0004**  
**MEMORANDUM**  
31 August 2021

For: **Secretary Leonor Magtolis Briones**  
**Undersecretaries**  
**Assistant Secretaries**  
**Bureau and Service Directors**  
**Regional Directors and BARMM Education Minister**  
**Schools Division Superintendents**  
**All Schools Concerned**

Subject: **REITERATION OF PARTICIPATION TO THE 2021 3<sup>rd</sup> QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED) ACTIVITIES**

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 Office of the Undersecretary for Administration (OUA), through the Disaster Risk Reduction and Management Service (DRRMS), enjoins schools and offices across all levels of the Department of Education (DepEd) to participate in the **2021 3<sup>rd</sup> Quarter Nationwide Simultaneous Earthquake Drill (NSED)**.

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.	<a href="https://bit.ly/3CzvLaS">https://bit.ly/3CzvLaS</a>
3rd Quarter Ceremonial Pressing of the Button	09 September 2021	8:00 a.m.	<a href="https://bit.ly/3fKt8sX">https://bit.ly/3fKt8sX</a>



**Office of the Undersecretary for Administration (OUA)**

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +63286337203,  
+63286376207

Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayo



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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.

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

1. Intensify the Information, Education and Communication (IEC) campaign by displaying earthquake preparedness measures at the offices and school bulletins or through online forums such as social media platforms and video conferences.
2. Discuss results of Family Earthquake Preparedness<sup>1</sup> 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. 1<sup>2</sup> in DepEd Order No. 48 s. 2012.
5. Additional preparedness and response measures are listed in Enclosure 2<sup>3</sup> of DepEd Order No. 33, s. 2021.


In addition, **existing earthquake contingency plans of regional and division offices and 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.



Proper documentation and post-activity evaluation are required. Therefore, all field offices 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**).

For more information, please refer to the attached NDRRMC Memorandum No. 90, s. 2021 titled '*Participation to the Third Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities*' and NDRRMC Memorandum No. 71, s. 2020, titled '*Interim Guidelines in the Conduct of the NSED.*'

For queries and concerns, 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 [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph).

For immediate and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary

  
  
  
QUADOC-0521-0004  
To authenticate the signature,  
please scan the QR Code

<sup>1</sup> DepEd Order No. 27, s. 2015, Promoting Family Earthquake Preparedness

<sup>2</sup> DepEd Order No. 48, s. 2012, Quarterly Conduct of the National School-based Earthquake and Fire Drills

<sup>3</sup> DepEd Order No. 33, s. 2021, School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and other Weather-related Disturbances and Calamities



## 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/LuzonSchools3QNSEd>
  - b. Visayas <https://bit.ly/VisayasSchools3QNSEd>
  - c. Mindanao <https://bit.ly/MindanaoSchools3QNSEd>
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/DivisionTemplate3QNSEd>
  - b. Region <https://bit.ly/RegionalTemplate3QNSEd>
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 [drrmo+NSED2021@deped.gov.ph](mailto:drrmo+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.





## ANNEX B. REPORT ON THE **3RD** QUARTER NATIONAL SIMULTANEOUS EARTHQUAKE DRILL (NSED)

**Date Conducted:** \_\_\_\_\_

I. Baseline Data		
A	Region	
B	Division	
C	Name of School	
D	School ID	
E	Number of Learners	
F	Number of School Personnel (teaching and non-teaching)	

Question		Answer	Remarks
<b>II. PRE-NSED</b>			
A	Did the school coordinate with LDRRMO/BDRRMC as part of the preparation for the actual conduct of NSED? (Yes/No)		
B	Did the school conduct an orientation to learners and personnel on earthquake preparedness measures and the conduct of NSED? (Yes/No)		
<b>III. ACTUAL NSED</b>			
A	Total no. of school personnel (teaching and non-teaching) that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
B	Total no. of learners that participated in the Ceremonial Pressing of the Button and practiced the "DUCK, COVER, and HOLD"		
<b>IV. POST-NSED</b>			
A	Did the school DRRM team facilitate post-evaluation of the NSED? (Yes/No)		

V. ISSUES AND CONCERNS	
<b>Instruction:</b> Please mark check (✓) all issues and concerns experienced in conducting National Simultaneous Earthquake Drill (NSED)	
	Lack of/limited communication equipment (internet, cellphone, two-way radio, etc.)
	Lack of/limited early warning system (bells, megaphones, alarms, etc.)
	Limited First Aid kit
	Limited rescue equipment
	Limited no. of Go Bags

	Improper practice of Duck, Cover & Hold
	Non-compliance to minimum health protocols (physical distancing during the evacuation, use of facemask, etc.)
	Others (specify)

Prepared by:

Approved by:

Name		Name
<b>SDRRM Coordinator</b>		<b>School Head/Principal</b>



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

**MEMORANDUM**  
No. \_\_, s. 2021

AUG 27 2021

**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: Participation to the Third Quarter Nationwide Simultaneous Earthquake Drill 2021 Activities**

The National Disaster Risk Reduction and Management Council through the Office of Civil Defense (OCD) will conduct the Third Quarter Nationwide Simultaneous Earthquake Drill (NSED) 2021 promoting earthquake preparedness and disaster resiliency with the following series of activities:

<b>TITLE OF ACTIVITY</b>	<b>DATE</b>	<b>TARGET AUDIENCE</b>	<b>REGISTRATION</b> <i>*Free and Open to the Public</i>
School-Based DRRM Webinar: Roles and Functions during Drills and Exercise	September 01, 2021 10:00 AM	Youth and Students, Academe, LDRRMCs, General Public	<a href="https://bit.ly/3CzvLaS">https://bit.ly/3CzvLaS</a>
Disaster Preparedness Webinar for Rural Farmers and Indigenous Groups	September 03, 2021 10:00 AM	Non-government organizations, Farmers, Indigenous Groups	<a href="https://bit.ly/3ixlFPN">https://bit.ly/3ixlFPN</a>
Not Business As Usual: Increasing the Capacities of MSMEs and Cooperatives	September 07, 2021 10:00 AM	Private Cooperatives, GOCCs, MSMEs, Private Sector	<a href="https://bit.ly/3xvirQR">https://bit.ly/3xvirQR</a>
3 <sup>rd</sup> Quarter Ceremonial Pressing of the Button	September 09, 2021 8:00 AM (start of the program)	NGAs, NGOs, Private Sector, CSOs, General Public	<a href="https://bit.ly/3fKt8sX">https://bit.ly/3fKt8sX</a>



REPUBLIC OF THE PHILIPPINES  
**NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL**

National Disaster Risk Reduction and Management Center, Camp Aguinaldo, Quezon City, Philippines


Functional Exercise on LGU Baguio City and RDRRMC CAR Operational Preparedness for Earthquake	September 09, 2021 09:30 AM	LDRRMCs, RDRRMCs, Emergency Operations Center	*By Invitation Only for zoom.  The session will be live streamed via Facebook and YouTube.
Earthquake Preparedness Survey	September 09, 2021	Open to all all	<a href="https://bit.ly/3yQWD">https://bit.ly/3yQWD</a> Ri

In this regard, all member agencies are hereby invited to participate in the conduct of the abovementioned activities, and are enjoined to promote earthquake preparedness while observing public health precautionary measures in their respective agencies.

Submissions of Third Quarter NSED 2021 After Activity Reports can be sent through this link: <https://bit.ly/3jBHVY3>.

For information and guidance.

For the Chairperson, NDRRMC:

  
**USEC. RICARDO B. JALAD**  
Executive Director, NDRRMC and  
Administrator, OCD