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Department of Education  
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ZENIA G. MOSTOLES, EdD, CESO V  
Schools Division Superintendent

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

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**OUA MEMO 00-0522-0165**  
**MEMORANDUM**  
30 May 2022

For: **Secretary Leonor Magtolis Briones**  
Secretary

**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 2022 2<sup>nd</sup> QUARTER  
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)  
ACTIVITIES**

In relation to the approved National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 21, s. 2022 titled 'Conduct of the CY 2022 Quarterly Nationwide Simultaneous Earthquake Drill,' 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 **2022 2<sup>nd</sup> Quarter Nationwide Simultaneous Earthquake Drill (NSED) on Thursday, June 09, 2022, 9:00 AM.**

Due to the limitations in the conduct of mass gatherings and adherence to minimum public health standards, 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.

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;



**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)]*

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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; and
3. distribute maps containing evacuation routes and sites (at school or community) in coordination with LDRRMOs/BDRRMCs.

For more information, kindly refer to Enclosure No. 1<sup>2</sup> (DepEd Order No.48 s. 2012). Additional preparedness and response measures are listed in Enclosure 2<sup>3</sup> (DepEd Order No. 33, s. 2021).

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 2nd Quarter NSED Reports (**Annex A**).

Moreover, a copy of the DepEd NSED banner and other materials can be accessed through <https://bit.ly/DepEdNSED2022>. All are enjoined to promote the NSED social media activities and IEC materials released by the DepEd Disaster Risk Reduction and Management Service Facebook Page

For queries and concerns on this subject, kindly contact the DRRMS through email at [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph).

For immediate and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary

  
  
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<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 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.
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](mailto: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.



**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
<b>II. PRE-NSED</b>		<b>(Yes/No)</b>	
A	Is there an availability of Emergency Go Bags?		



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B	Is there an updated preparedness, evacuation, and response plans reflective of COVID-19 situation?		
C	Is there an updated Contingency plan reflective of COVID-19 situation?		
E	Is there an availability of an early warning system?		
F	Is there availability of emergency and rescue equipment?		
G	Is there availability of First Aid Kit?		
H	Is there availability of communication equipment?		
I	Is there sufficient space at home/school to conduct the "Duck, Cover, and Hold"?		
J	Did you conduct coordination/preparatory meetings with LDRRMO/BDRRMCs?		
K	Did you conduct orientation to learners on earthquake preparedness measures and the conduct of the NSED?		
L	Did you conduct orientation to parents on earthquake preparedness measures and the conduct of the NSED?		
M	Did the learners accomplish the Family Earthquake Preparedness Homework?		
N	Did you conduct alternative activities and/or Information, Education and Communication (IEC) Campaign?		
<b>III. ACTUAL NSED</b>			
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		



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F	Number of non-teaching personnel that participated		
<b>IV. POST-NSED</b>		<b>(Yes/No)</b>	
B	Did you conduct post-activity exercises such as virtual earthquake drills, tabletop, and functional exercises?		

<b>V. ISSUES AND CONCERNS</b>	
<b>Instruction:</b> 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):
1	
2	
3	

Prepared by:

Approved by:

**SDRRM Coordinator**

**School Head/Principal**