

**REGIONAL MEMORANDUM:**

No. 219, s. 2023

**PREPAREDNESS MEASURES FOR THE RAINY SEASON**

To: Schools Division Superintendents  
Division DRRM Coordinators  
Elementary and Secondary School Heads  
All Others Concerned


1. To promote preparedness and safety among our school children and personnel on the onset of rainy season, Field offices, elementary and secondary schools in the region are required to observe and follow the Preparedness Measures for the Rainy Season.
2. All schools and offices are advised to perform/implement the following:
  - a. Prepare a Contingency Plan for tropical cyclone, storm surge, and flood.
  - b. Establish a hazard-specific Early Warning System and post in classrooms and conspicuous areas within the school.
  - c. Secure database of students and their family details; these are essential in tracking learners.
  - d. Craft and disseminate a Student-Family Reunification Plan.
  - e. Plan for resumption strategies, e.g. Alternative Delivery Modes and availability of learning resources.
  - f. Pre-identify possible sites for Temporary Learning Spaces.
  - g. Post emergency hotlines in classrooms and conspicuous areas within the school.
  - h. Forge a MOA with the LGU, if the school is to be used as an evacuation center.
  - i. Prepare an evacuation plan and identify evacuation areas and classrooms that can be used as temporary shelters during emergencies in accordance with RA 10821.
  - j. Coordinate with the LGU on the locations of evacuation centers outside the school, and other safe areas where learners and their families can go to in case of storm surge warning. Inform the learners and their parents.



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

---

- k. Monitor tropical cyclone wind signals (TCWS), storm surge warning, rainfall warning from DOST-PAGASA.
  - l. Coordinate with local DRRM councils for suspension of classes.
  - m. Orient students, parents and teachers on the rules on suspension of classes (DO 37 s. 2022 and EO 66 s. 2012)
  - n. Advise learners and their families to secure their family disaster kit at home.
  - o. Have an adequate first aid kit, flashlights, megaphones, and other necessary supplies.
  - p. Assess school buildings. Repair minor damages.
  - q. Clean and clear all drainage system to prevent them from clogging. Cover open drainage canals with proper warning signs.
  - r. Prune trees that may cause harm to people and properties.
  - s. Switch off electricity before locking the school buildings.
  - t. Store all vital school documents, learning, and teaching materials, computers and equipment in safe buildings and storage.
3. All DRRM Coordinators should maintain an open communication with school officials to provide guidance and assistance. Immediate coordination and reporting of any untoward incident in the schools should be observed to provide timely and necessary support as stipulated in DO 21 s. 2015.
4. Immediate dissemination of this Memorandum is desired.

  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

ESSD5  
May 22, 2023