



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

**March 14, 2024**

No. 195, s. 2024

**REITERATION ON THE SCHEDULE FOR THE CONDUCT OF CY 2024  
QUARTERLY NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL**

To: **ALL PUBLIC AND PRIVATE ELEMENTARY  
AND SECONDARY SCHOOL HEADS  
ALL OTHERS CONCERNED**

1. Enclosed is a copy of RM No. 177 s. 2024 and DM-OUOPS-2024-04-01277 titled "Reiteration on the Schedule for the Conduct of CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) for information and appropriate action.
2. Concurrently, regarding of the implementation of DepEd Order No. 003 s. 2024, amending the DepEd Order No. 22 s. 2023 as to the "Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024" and ensure non-disruption of the 3<sup>rd</sup> Quarter Examinations on March 25-26, 2024, it is recommended to conduct the 1<sup>st</sup> Quarter NSED of schools on March 22, 2024 or March 27, 2024. The rest of the CY 2024 schedules are retained on their original dates unless otherwise amended
3. For information and guidance of all concerned, attached is the DO No. 33 s. 2021.
4. Immediate and wide dissemination of this Memorandum to all concerned is desired.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent *WDB*



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tagbilarancity.division@deped.gov.ph





Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

3-28  
DEPED TAGBILARAN CITY DIVISION  
SDS OFFICE  
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BY 4 DATE 3/5/2023

Office of the Regional Director

REGIONAL MEMORANDUM


No. 177, s. 2024

04 MAR 2024

**REITERATION ON THE SCHEDULE FOR THE CONDUCT OF CY 2024 QUARTERLY  
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

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

1. Enclosed is a copy of DM-OUOPS-2024-04-01277 titled "**Reiteration on the Schedule for the Conduct of CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED)**" for information and appropriate action.
2. For questions and clarifications, you may contact Mr. Ranilo L. Edar at his mobile phone number: 09171566073.
3. Immediate and wide dissemination of this Memorandum to all concerned parties is requested.


  
**SALUSTIANO T. JIMENEZ JR. EdD, CESO V**  
Director IV  
Regional Director

STJ/FYA/TTP/rle



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

 DepEd Tayo Region VII

 [region7.deped.gov.ph](http://region7.deped.gov.ph)





Republika ng Pilipinas

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

OUOPS-2024- 24-0364

### ADVISORY

The Office of the Undersecretary for Operations, through the Disaster Risk Reduction and Management Service (DRRMS), hereby informs all concerned on the rescheduling of the conduct of the **1<sup>st</sup> Quarter Nationwide Simultaneous Earthquake Drill for CY 2024** from March 14, 2024, 9:00 AM to **March 25, 2024, 9:00 AM**. The said change of schedule is in accordance to the NDRRMC Memorandum No. 020, s. 2024, as attached.

Concurrently, regarding the implementation of DepEd Order No. 003, s. 2024, amending the DepEd Order No. 022, s. 2023 as to the "Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024" and ensure non-disruption of the 3<sup>rd</sup> Quarter Examinations on March 25-26, 2024, it is recommended to conduct the 1<sup>st</sup> Quarter NSED of schools on **March 22, 2024, or March 27, 2024**. The rest of the CY 2024 schedules are retained on their original dates unless otherwise amended.

For the submission of NSED reports, the Regional DRRM Coordinators are required to consolidate all NSED reports and photo documentation, and submit to the DRRMS via email at [drdms@depd.gov.ph](mailto:drdms@depd.gov.ph) copy furnished to their respective Regional Directors, **not later than fifteen (15) working days after the schedule of the quarterly NSED**. For the 1<sup>st</sup> Quarter NSED, Regional Coordinators are to submit their consolidated Regional NSED Reports **on or before 22 April 2024, 05:00 PM**.

Information, Education, and Communication (IEC) campaign materials for NSED can be accessed through this link: <http://tinyurl.com/DepEdNSED2024>.

For further information, you may contact the Disaster Risk Reduction and Management Service, 2<sup>nd</sup> Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [drdms@depd.gov.ph](mailto:drdms@depd.gov.ph).

For information and guidance.

ATTY. REVSEE E. ESCOBEDO

Undersecretary for Operations

123456789



Room 211, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone Nos.: (02) 8631 5111, (02) 8631 5492  
Email: [drdms@depd.gov.ph](mailto:drdms@depd.gov.ph) / Website: [www.dep.gov.ph](http://www.dep.gov.ph)

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Rev. Page: 1







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

FEB 20 2024

MEMORANDUM  
No. 020, s. 2024

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: Re-Scheduling of the First (1<sup>st</sup>) Quarter NSED 2024 and Amending for the Purpose NDRRMC Memorandum No. 013, s. 2024

NDRRMC Memorandum No. 013, s. 2024, dated 24 January 2024, provided for the schedules for the conduct of CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED). Wherefore, pursuant to Section 09(i) of RA 10121, the Office of Civil Defense (OCD) is tasked to *establish Disaster Risk Reduction and Management Training Institutes in such suitable location as may be deemed appropriate to train public and private individuals, both local and national, in such subject as disaster risk reduction and management among others...*

Anent the said statutory provision, it has been part of the continuing agenda of the OCD, the NDRRMC, and of the DRRM practitioners to finally realize the establishment of the Institute. With this, in accordance with OCD Memorandum NO. 011, s. 2024, the Civil Defense Training Institute (CDTI) was reactivated and is set to be launched on **14 March 2024 (0900H)**, which will be attended by the NDRRMC member agencies, DRRM stakeholders, other partners, and the OCD Regional Offices representatives.

In view of the scheduled launching of the CDTI which coincides with the date of the First (1<sup>st</sup>) Quarter NSED, NDRRMC Memorandum No. 013, s. 2024 is **HEREBY AMENDED**. For which, the First (1<sup>st</sup>) Quarter NSED 2024 is therefore moved from 14 March 2024 (09:00 AM) to 25 March 2024 (09:00 AM).

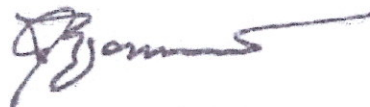
The rest of the schedules are retained on their original dates, unless otherwise amended. Active participation of DRRMCs at all levels, including the Barangay DRRMCs, as well as the National Government Agencies and other Government entities is strongly encouraged.



Submission of After Activity Reports and Participation Data Reports should be submitted to [cbts.rpds@ocd.gov.ph](mailto:cbts.rpds@ocd.gov.ph) not later than 20 working days after the activity for consolidation and submission to the Chairperson, NDRRMC.

For information and guidance.

For the Chairperson, NDRRMC:



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







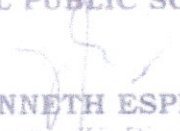
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Department of Education

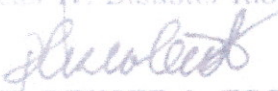
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024- 04-03297

FOR : MINISTER, BASIC, HIGHER, AND TECHNICAL  
EDUCATION, BARMM  
ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL REGIONAL AND DIVISION DRRM COORDINATORS  
ALL PUBLIC SCHOOLS

THRU :  **NENNETH ESPLANA-ALAMA**  
*Director IV, Disaster Risk Reduction and Management Service*

FROM :  **ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

SUBJECT : **Reiteration on the Schedule for the Conduct of CY 2024  
Quarterly Nationwide Simultaneous Earthquake Drill (NSED)**

DATE : February 23, 2024

Pursuant to the approved NDRRMC Memorandum No. 013, s. 2024 *“Conduct of the CY 2024 Nationwide Simultaneous Earthquake Drill”*, offices across all levels of the Department and schools are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED) with schedule as follows:

| Quarter                 | Date               | Time     |
|-------------------------|--------------------|----------|
| 1 <sup>st</sup> Quarter | March 14, 2024     | 09:00 AM |
| 2 <sup>nd</sup> Quarter | June 13, 2024      | 02:00 PM |
| 3 <sup>rd</sup> Quarter | September 12, 2024 | 09:00 AM |
| 4 <sup>th</sup> Quarter | November 14, 2024  | 02:00 PM |

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. It is therefore recommended to design and implement other forms of exercises based on needs assessment, aside from evacuation drills, to scale up overall earthquake preparedness. However, this is subject to the strict implementation of minimum health protocols such as but not limited to, social distancing and handwashing to ensure the safe and effective conduct of the NSED. All DepEd offices and schools responsible for implementing



the drill will assign Safety and Health Officers to monitor and evaluate the adherence to these protocols throughout the exercise.

To ensure awareness and preparedness on the impending threat of the inevitable occurrence of an earthquake, even amid pandemic, **Information, Education, and Communication (IEC) campaign in NSED using distant means should be continuously intensified.** A copy of NSED materials can be accessed through <http://tinyurl.com/DepEdNSED2024>.

In addition, **existing earthquake contingency plans of regional and division offices, and schools shall be updated** to incorporate mechanisms, and arrangements that are reflective of the current COVID-19 situation. To ensure minimum public health standards, the conduct of face-to-face NSED may be postponed or cancelled, or the methodology may be modified, if the IATF-EID decides to prohibit mass gatherings in any or all areas of the country due to certain circumstances.

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. The Office of Civil Defense (OCD) Exercise Evaluation Guide (EEG) can be used as a guide. The EEG can be accessed on the above link.

Proper documentation and post-activity evaluation of said drill are required. All field offices are advised to make necessary preparations to ensure that the required reports are submitted on time, as indicated in Annex A. Also attached is the NDRRMC Memorandum No. 013, s. 2024 for reference.

For further information, you may contact the Disaster Risk Reduction and Management Service, 2<sup>nd</sup> 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 information and appropriate action.

[DRRMS/AAMS]



ANNEX A

Guidelines on the Quarterly Submission of the 2024 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

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

For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting Template (**Annex B**), to be signed by corresponding School DRRM Coordinator and 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.
2. Consolidated NSED reports and pictures must be submitted by the Division DRRM Coordinators **only to respective Regional DRRM Coordinators** copy furnished their respective Schools Division Superintendent **not later than ten (10) working days, after the schedule of the quarterly NSED**.
3. The Division DRRM Coordinators shall keep a copy of the submitted report for future reference, as necessary.

For Regional Coordinators

1. The Regional DRRM Coordinators must consolidate NSED reports and pictures from Division DRRM Coordinators.
2. Consolidated NSED reports and pictures must be submitted by the Regional DRRM Coordinators to the **DRRMS** via email [drpm@deped.gov.ph](mailto:drpm@deped.gov.ph) copy furnished their respective Regional Directors **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 regional NSED report.

| Date of Quarterly Conduct | Submission of Regional Consolidated Report |
|---------------------------|--|
| March 14, 2024            | April 5, 2024                              |
| June 13, 2024             | July 4, 2024                               |
| September 12, 2024        | October 3, 2024                            |
| November 14, 2024         | December 5, 2024                           |



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

1st Quarter NSED: [CY 2024\_1QNSÉD] Report\_<Name of Region>

2nd Quarter NSED: [CY 2024\_2QNSÉD] Report\_<Name of Region>

3rd Quarter NSED: [CY 2024\_3QNSÉD] Report\_<Name of Region>

4th Quarter NSED: [CY 2024\_4QNSÉD] Report\_<Name of Region>

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 Regional Director or authorized official from the regional office to be submitted to DRRMS.

The DRRMS shall submit the national consolidated report to the Office of the Civil Defense through the Office of the Undersecretary for Operations.



## ANNEX B



REPUBLIC OF THE PHILIPPINES

## DEPARTMENT OF EDUCATION

REPORT ON THE CONDUCT OF QUARTERY  
NATIONWIDE SIMULTANEOUS EARTHQUAKE  
DRILL

DATE CONDUCTED: \_\_\_\_\_  
 TIME STARTED: \_\_\_\_\_  
 TIME ENDED: \_\_\_\_\_

|                |  |
|----------------|--|
| REGION         |  |
| DIVISION       |  |
| NAME OF SCHOOL |  |

| Pre-Drill   | Yes | No |
|---|-----|----|
| With available Life 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, cell phone, two-way radio, etc)?  |     |    |
| With sufficient space in school classroom to conduct the "Duck, Cover, and Hold"?   |     |    |
| Conducted coordination/preparatory meeting with LDRRM-C/DDRMCs?   |     |    |
| 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 Framework?  |     |    |
| 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?   |     |    |
| Additional Remarks  |     |    |
|   |     |    |
|   |     |    |
|   |     |    |



| No. of Personnel  | Male | Female | Total |
|---|------|--------|-------|
| No. of Teaching Personnel   |      |        |       |
| No. of Non-Teaching Personnel   |      |        |       |
| Grand Total   |      |        |       |
| No. of Learners   | Male | Female | Total |
| No. of Learners   |      |        |       |
| No. of IP Learners  |      |        |       |
| No. of Muslim Learners  |      |        |       |
| No. of Learners with Disability   |      |        |       |
| Grand Total   |      |        |       |
| Post-Drill  | Yes  | No     |       |
| Conduct of post-activity exercises tabletop and functional exercises      |      |        |       |
| Additional Remarks  |      |        |       |
|   |      |        |       |
| Common issues and concerns encountered during the actual conduct of drill |      |        |       |
| 1   |      |        |       |
| 2   |      |        |       |
| 3   |      |        |       |
| 4   |      |        |       |
| 5 [Add additional item/s when necessary]                                  |      |        |       |

Prepared by:

Noted by:

[School DRRM Coordinator]

Date:

[School Head]

Date:



## 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





JAN 24 2024

**MEMORANDUM**  
No. 013, s. 2024

**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 2024 Quarterly Nationwide Simultaneous Earthquake Drill**

Rule 6, Section 7 of the Implementing Rules and Regulation of the RA 10121 states that "Public awareness shall also be undertaken through the conduct of drills by the LDRRMO on a regular basis". Likewise, the National Disaster Risk Reduction and Management Plan states that one of the activities to achieve Outcome 10: "Developed and implemented comprehensive national and local preparedness and response policies, plans, and systems" is also to develop/enhance and simulate scenario-based preparedness and response plans. Furthermore, one of the policy frameworks stated in the National Disaster Preparedness Plan as embedded in the fourth priority area of the Sendai Framework for Action 2015-2030 includes the target: to promote regular disaster preparedness, response and recovery exercises".

NDRRMC Memorandum No. 06 s. 2023 allowed the resumption of the conduct of traditional or in-person Nationwide Simultaneous Earthquake Drill (NSED) beginning from the first quarter of 2023. It is therefore recommended that aside from evacuation drills, other forms of exercises may be designed and implemented based on needs assessment, to scale up the overall earthquake preparedness of your chosen sites.

In view thereof, the schedule for the CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) and the Observance of the World Tsunami Awareness Day is hereby disseminated:

| Quarter                              | Date/Time                    |
|--------------------------------------|------------------------------|
| 1 <sup>st</sup> Quarter              | March 14, 2024 / 9:00 AM     |
| 2 <sup>nd</sup> Quarter              | June 13, 2024 / 2:00 PM      |
| 3 <sup>rd</sup> Quarter              | September 12, 2024 / 9:00 AM |
| 4 <sup>th</sup> Quarter              | November 14, 2024 / 2:00 PM  |
| <i>"World Tsunami Awareness Day"</i> |                              |

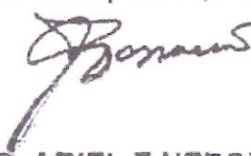
Another Memorandum will be disseminated as soon as the ceremonial sites are finalized.



Active participation of DRRMCs at all levels, including the Barangay DRRMCs, as well as the National Government Agencies and other Government entities is strongly encouraged. Submission of After Activity Reports and Participation Data Reports should be submitted to [cbts.rpds@ocd.gov.ph](mailto:cbts.rpds@ocd.gov.ph) not later than 20 working days after the activity for consolidation and submission to the Chairperson, NDRRMC.

For information and guidance.

For the Chairperson, NDRRMC:



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

