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** **October 22, 2026**
No. 892 , s. 2026

**INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**

TO: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No.0960 series 2026 dated October 22, 2026, for the information and guidance of all concerned.

2. All Schools are hereby directed to institutionalize the conduct of regular school safety drills as an essential component of their school safety and disaster preparedness programs.

3. The conduct of the monthly school safety drill shall be agreed upon by the school authorities and relevant stakeholders (PNP, LGU, PTA, others) and scheduled to minimize disruption of classes. The drill shall be conducted in accordance with the school's active attack contingency plan to test its effectiveness, identify gaps and areas for improvement, and inform necessary revisions to strengthen the school's preparedness and response capabilities.

4. Please refer to the enclosed memorandum and advisory for more information.

5. Immediate dissemination of this Memorandum to all concerned is desired.

**WILFREDA D. BONGALOS PhD CESO V**
Schools Division Superintendent
Office of the Schools Division Superintendent

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

Office of the Regional Director

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**REGIONAL MEMORANDUM**
No. 0960, s. 2026

22 OCT 2026

**INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**

To: Schools Division Superintendents
Division DRRM Coordinators
All Others Concerned

1. In observance of the School Safety Week and in line with the Department of Education's commitment to ensuring a safe, secure, and disaster-resilient learning environment, all Schools Division Offices and public and private elementary and secondary schools in the Region are directed to institutionalize the conduct of regular school safety drills as an essential component of their school safety and disaster preparedness programs.

2. All schools shall conduct monthly safety drills starting November 2026. The schedule of the monthly drills shall be agreed upon by school authorities and relevant stakeholders, as practicable as possible and shall be arranged to minimize disruption of classes and other essential school activities without compromising the effectiveness of the drills.

3. For questions or clarifications, please refer to the attached Communication from the Office of the Undersecretary for Governance and Operations, dated October 12, 2026 or contact Mr. Ranilo L. Edar, Project Development Officer II, at ranilo.edar@deped.gov.ph.

4. Immediate dissemination of and compliance with this Memorandum are enjoined.

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**DR. ARTURO B. BAYOCOT, CESO III**
Regional Director

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OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

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**MEMORANDUM:**
**OM-OUGOPS-2026-**

**TO** : **ALL REGIONAL DIRECTORS**
**ALL SCHOOLS DIVISION SUPERINTENDENTS**
**ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS**

**FROM** : **MALCOLM S. GARMA**
Undersecretary
Office of the Undersecretary for Governance and Operations

**SUBJECT** : **INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**

**DATE** : October 12, 2026

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As part of the observance of School Safety Week, a school safety drill will be conducted at Bangkal National High School, City of Makati, on Wednesday, October 14, 2026, at 3:00 p.m. The activity will be live-streamed to provide schools with a practical demonstration of emergency preparedness and response procedures that may serve as a reference in strengthening their respective school safety mechanisms.

All public schools are encouraged to conduct their respective age appropriate and trauma-informed safety drills on the same date, focusing on addressing the gaps and weaknesses identified during the National Safety Drill conducted on September 3, 2026. Schools shall use their respective drill observations, evaluations, and documented findings to identify priority areas for improvement, including evacuation procedures, learner accountability, communication, and coordination with emergency responders, as applicable.

To continuously improve school safety mechanisms, all public schools shall conduct monthly safety drills beginning November 2026, with each drill highlighting a different threat or emergency scenario based on the school's risk assessment and identified vulnerabilities identified in their contingency plans. The schedule of monthly drills shall be agreed upon by school authorities and relevant stakeholders and, as much as practicable, arranged to minimize disruptions to classes and other essential school activities without compromising the effectiveness of the drills.

Each drill shall be treated as part of a continuous improvement cycle:

Assess – Review school-level risks and findings from previous drills.
Drill – Practice a selected threat or emergency scenario.
Evaluate – Document observed gaps and lessons learned.
Improve – Implement corrective actions and assess progress during the next drill.

Schools are encouraged to maintain appropriate records of these steps to support follow-through and continuous improvement.

Regional Directors and Schools Division Superintendents are directed to provide technical assistance (TA) and guidance in the conduct of monthly safety drills, including support for the assessment of school-level preparedness, documentation of lessons learned, and identification of appropriate corrective measures.

For immediate dissemination.