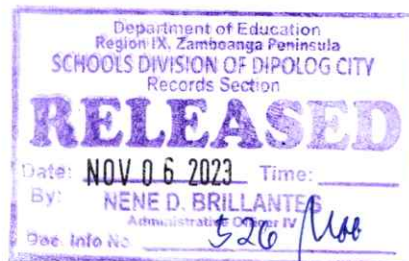




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



November 06, 2023

DIVISION MEMORANDUM

No. 526, s. 2023

**PARTICIPATION TO THE 2023 4TH QUARTER
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL**

To: ASST. SCHOOLS DIVISION SUPERINTENDENT
CHIEF, CURRICULUM IMPLEMENTATION DIVISION (CID)
CHIEF, SCHOOLS GOVERNANCE AND OPERATIONS DIVISION (SGOD)
PUBLIC SCHOOLS DISTRICT SUPERVISORS
ALL PUBLIC ELEMENTARY SCHOOL PRINCIPALS/HEADS
ALL PUBLIC SECONDARY SCHOOL PRINCIPALS/HEADS
ALL SCHOOL DRRM COORDINATORS
ALL DIVISION PERSONNEL
DIVISION DRRM TEAM
DIVISION DRRM COORDINATOR
This Division
All Other Concerned

1. In view of the **OUOPS No. 2023-04-9504** or the **REITERATION ON THE CONDUCT OF THE 4TH QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**, the Office of the Undersecretary for Operations (OUOPS), through the Disaster Risk Reduction and Management Services (DRRMS), enjoins all field offices and schools in the conduct of the **4th Quarter Nationwide Simultaneous Earthquake Drill (NSED)** on **09 November 2023, 9:00 AM**.
2. This event aims to ensure awareness and preparedness on the impending threat of the inevitable occurrence of an earthquake.
3. Thus, **all DepEd personnel (teaching and non-teaching), learners and parents/caregivers** are enjoined to practice or perform **“DUCK, COVER, AND HOLD”** procedure at their respective offices, schools, and community learning centers (ALS).
4. Schools may conduct a “Functional Exercise Drill” based on the protocols and response activities stipulated in their School Contingency Plan.
5. On the other hand, the City of Dipolog, through the City Disaster Risk Reduction and Management Office (CDRRMO) and in collaboration with the Dipolog City Schools Division, will be hosting the **Regional Ceremonial Pressing of the Button** which will be held at **ALBERTO Q. UBAY MEMORIAL AGRO-TECH SCIENCE HIGH SCHOOL (AQUMATSHS)**.
6. The purpose of this activity are:
 - a. to test the City Contingency Plan for Earthquake and Tsunami;
 - b. to assess and evaluate the capacity of each response clusters; and
 - c. to assess and evaluate the effectiveness and efficiency of the Incident Command System



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7. Hence, the following office or personnel are requested to participate in this event and its scheduled preliminary activities:
- Schools Division Superintendent
 - Chief, SGOD
 - Division DRRM Coordinator
 - EPS for SGOD (Division IMT Incident Commander)
 - SEPS for HRD (Division IMT Safety Officer)
 - SEPS for SMME (Division IMT Logistics Section Chief)
 - EPSII for SMME (Division IMT Operations Section Chief)
 - All School DRRM Coordinators
 - All Personnel of AQUMATSHS
 - All Learners of AQUMATSHS
- (Note: Personnel listed above are requested to bring portable handheld radio)
8. The schools are also required to submit proper documentation and post-activity evaluation through the following:
- School DRRM Coordinators (SDRRMCs) shall submit their reports through this link: <https://bit.ly/NSED2023SchoolReport>
 - Prepare electronic copies of signed School Reporting Template (in PDF) and 3 to 5 activity photo documentations (in JPEG/PNG). (Note: The School Reporting Template can be downloaded from this link: <https://bit.ly/NSED2023ReportTemplate>)
 - Reports shall be submitted **not later than five (5) working days after the schedule of the quarterly NSED or on 16 November 2023.**
 - The Division DRRM Team or the DRRM Coordinator shall also conduct monitoring to observe and evaluate the drill; the School DRRM Coordinator shall be communicated directly as to which schools will be visited.
9. Furthermore, all schools are encouraged to review and update their respective Contingency Plan for Earthquake.
10. For questions or clarifications, kindly contact **ALAN D. CHIU**, Division DRRM Coordinator at 0907-054-7070. You can also visit and like the FB Page DRRM in Schools (<https://www.facebook.com/DRRMSchools>) for latest updates and advisories.
11. Immediate dissemination of this Memorandum is highly desired.


MA. LIZA R. TABILON, EdD., CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

Encl.: none

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

SGOD, DRRM
Schools
NSED

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