



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

November 07, 2023

**DIVISION MEMORANDUM**

No. 540, s. 2023

**REGIONAL CEREMONIAL PRESSING OF THE BUTTON FOR THE  
4<sup>TH</sup> 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 Division Memo No. 526 or the Participation to the 2023 4<sup>th</sup> Quarter Nationwide Simultaneous Earthquake Drill, 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)** on November 09, 2023.
2. 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
3. Hence, the following office or personnel are requested to attend the **Pre-NSED Briefing and Rehearsal at AQUMATSHS on November 08, 2023 (1:00PM)**.
  - a. Division DRRM Coordinator
  - b. EPS for SGOD (Division IMT Incident Commander)
  - c. SEPS for HRD (Division IMT Safety Officer)
  - d. SEPS for SMME (Division IMT Logistics Section Chief)
  - e. EPSII for SMME (Division IMT Operations Section Chief)
  - f. All School DRRM Coordinators
  - g. All Personnel of AQUMATSHS
  - h. All Learners of AQUMATSHS



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Website: [www.depeddipolog.net](http://www.depeddipolog.net)  
Facebook: DepEd Tayo – Division of Dipolog City

(Note: Personnel listed above are requested to bring portable handheld radio)

4. 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.
5. 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

ADC/20231106-DM-Regional-Q4NSED2023  
November 07, 2023



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