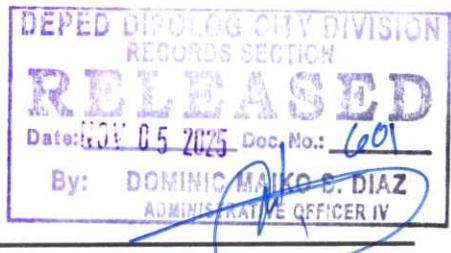




Republic of the Philippines  
Department of Education  
Region IX - Zamboanga Peninsula  
SCHOOLS DIVISION OF DIPOLOG CITY



November 4, 2025

**DIVISION MEMORANDUM**

No. 601, s. 2025

**MAXIMUM PARTICIPATION TO THE LAST QUARTER  
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD  
Chief Education Supervisor, CID  
Public Schools District Supervisors  
All Public Elementary and Secondary School Heads  
Division DRRM Team and Coordinators  
School DRRM Team and Coordinators  
This Division  
All Other Concerned

1. In compliance with NDRRMC Memorandum No. 027, s. 2025 and DepEd Memorandum DM-OUOPS-2025-04-00865, the Division Disaster Risk Reduction and Management Service (DRRMS) hereby informs all concerned that the **4th Quarter Nationwide Simultaneous Earthquake Drill (NSED)** is scheduled as follows:

**Date: November 6, 2025**

**Time: 9:00 AM**

**Venues: All Government Offices, Public Elementary and Secondary Schools**

2. All DepEd Offices, field units, and schools are strongly enjoined to **ensure maximum participation** of learners, teaching and non-teaching personnel, and stakeholders in the drill. This is particularly critical in light of the recent earthquake incidents across the country, which underscore the importance of disaster preparedness and immediate response protocols.
3. Moreover, in observance of November 6, 2025 as **World Tsunami Awareness Day**, schools located near coastlines are strongly encouraged to conduct *Tsunami Evacuation Drills* in conjunction with the earthquake drill. Coastal schools should coordinate with their respective Local Government Units (LGUs) and local DRRM Offices to ensure proper implementation of tsunami evacuation protocols.
4. School DRRM Coordinators shall ensure that:
  - All participants are briefed on the proper earthquake drill procedures (Duck, Cover, and Hold) and ensure maximum participation among the school community
  - Evacuation routes and assembly areas are clearly identified and accessible
  - Coastal schools identify tsunami-safe zones and high-ground evacuation areas
  - Emergency communication systems are tested and functional
  - Post-NSED evaluation is conducted with the School DRRM Team
  - Earthquake contingency plans are updated based on identified gaps while integrating new operational strategies and lessons learned
  - All NSED activities are documented and uploaded to the designated reporting platform

5. For guidance, reference materials and templates related to the NSED may be accessed at <https://bit.ly/DepEdNSED2025>
6. School DRRM Coordinators are required to submit their 4th Quarter NSED Reports using the prescribed format and data via this link: <https://tinyurl.com/4thQNSED25> not later than **November 13, 2025, 5:00 PM** as per Annex A of DepEd Memo DM-OUOPS-2025-04-00865 and to give ample time for the Division DRRMS Office to consolidate the reports.

You may also scan this QR Code to submit your NSED Report:



7. Kindly see attachments for the Guidelines on the Quarterly Submission of 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report (Annexes A, B and C).
8. For queries, please contact the Division DRRM Coordinator, CHRISTIAN JAMES S. PACO, at 0961-461-5305 or email [drrm.dipolog@deped.gov.ph](mailto:drrm.dipolog@deped.gov.ph)

For strict compliance and widest dissemination.

  
**MA. LIZA R. TABILON, EdD., CESO V**  
Schools Division Superintendent

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Encl.: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

SGOD, DRRM Schools 4th QUARTER NSED	SDRRM DRRM	NDRRMC
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CJSP/ 20251104-DM-4thQNSED2025  
November 4, 2025

## ANNEX A

### Guidelines on the Quarterly Submission of the 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

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

#### I. Schools- Based NSED

##### For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B – Template 1**), to be signed by the 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 (**Annex B – Template 3**).
2. Consolidated NSED reports and pictures from schools must be submitted by the Division DRRM Coordinators to the DRRMS via email [drromo@deped.gov.ph](mailto:drromo@deped.gov.ph) **not later than fifteen (15) working days, after the schedule of the quarterly NSED**. Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of Division Consolidated Report (School-Based NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

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

1<sup>st</sup> Quarter NSED: [CY 2025 1QNSED] Report\_<Region-Name of SDO>  
2<sup>nd</sup> Quarter NSED: [CY 2025 2QNSED] Report\_<Region-Name of SDO>  
3<sup>rd</sup> Quarter NSED: [CY 2025 3QNSED] Report\_<Region-Name of SDO>  
4<sup>th</sup> Quarter NSED: [CY 2025 4QNSED] Report\_<Region-Name of SDO>

Example: [CY 2025 1QNSED] Report\_Region VIII-SDO Tacloban City

5. 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 Schools Division Superintendent (SDS) or authorized official from the division office to be submitted to DRRMS.

## II. Office-Based NSED (Regional and Schools Division Offices)

1. All Regional Offices and Schools Division Offices are also enjoined to conduct quarterly NSED in their respective offices. The Regional/Division DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B - Template 2**), to be signed by the Regional Director/Schools Division Superintendent, respectively.
2. The Regional DRRM Coordinators must consolidate NSED reports and pictures from Schools Division Offices (**Annex B - Template 4**).
3. Consolidated NSED reports and pictures from the Division Offices must be submitted by the Regional DRRM Coordinators to the DRRMS via email [drmmo@deped.gov.ph](mailto:drmmo@deped.gov.ph) not later than fifteen (15) working days, after the schedule of the quarterly NSED. Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of Regional Consolidated Report (Office-Level NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

4. Regional DRRM Coordinators should use the naming convention below as subject line for emails:

1<sup>st</sup> Quarter NSED: [CY 2025 1QNSED] Report\_<Name of Region>

2<sup>nd</sup> Quarter NSED: [CY 2025 2QNSED] Report\_<Name of Region>

3<sup>rd</sup> Quarter NSED: [CY 2025 3QNSED] Report\_<Name of Region>

4<sup>th</sup> Quarter NSED: [CY 2025 4QNSED] Report\_<Name of Region>

Example: [CY 2025 1QNSED] Report\_Region X

The DRRMS shall submit the national consolidated report (both School-Based and Office-Based NSED) 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  
QUARTERLY NATIONWIDE  
SIMULTANEOUS EARTHQUAKE DRILL  
(QNSED)

DATE CONDUCTED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_TIME STARTED:  
TIME ENDED:

REGION			
DIVISION			
NAME OF SCHOOL			

Pre-Drill	Yes	No	Remarks
With available Go 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, cellphone, two-way radio, etc.)?			
With sufficient space in school/classrooms to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRRMO/BDRRMCs?			
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 Homework?			
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?		

Other sub-activities conducted (symposium, advocacy campaigns, etc)

No. of Personnel (Total Population)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
Grand Total		

No. of Personnel Participated (Participation Head Count)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
<i>Grand Total</i>		
No. of Learners (Total Population)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
<i>Grand Total</i>		
No. of Learners Participated (Participation Head Count)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
<i>Grand Total</i>		
<b>Post-Drill</b>	<b>Yes</b>	<b>No</b>
Conduct a review of the Contingency Plan?		

**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



Republika ng Pilipinas  
Department of Education

DISASTER RISK REDUCTION AND MANAGEMENT SERVICE

**MEMORANDUM:**  
**DRRMS-10-29-2025-0002**

FOR : **MINISTER BASIC HIGHER AND TECHNICAL EDUCATION,  
BARMM  
ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY  
SCHOOL HEADS**

FROM : **FELINO O. CASTRO V**  
Director IV  
Disaster Risk Reduction and Management Service

SUBJECT : **REITERATION ON THE CONDUCT OF THE CY 2025 4<sup>TH</sup>  
QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE  
DRILL (NSED)**

DATE : October 29, 2025

**Pursuant to NDRRMC Memorandum No. 027, s. 2025 and DepEd Memorandum  
DM-OUOPS-2025-04-00865** regarding the implementation of the CY 2025 Quarterly  
Nationwide Simultaneous Earthquake Drill (NSED), the Disaster Risk Reduction and  
Management Service (DRRMS) reminds all concerned of the scheduled conduct of  
the **4th Quarter NSED on Thursday, November 6, 2025, at 9:00 a.m.**

All DepEd offices, field units, and schools are encouraged to adhere to the schedule  
and ensure the active participation of learners, teaching and non-teaching personnel,  
and other stakeholders during the drill.

Reference materials, templates, and other resources related to the NSED are  
available at <https://bit.ly/DepEdNSED2025>.

For inquiries or further clarifications, please contact the DRRMS via email at  
[drrms@deped.gov.ph](mailto:drrms@deped.gov.ph) or by telephone at (02) 8637-4933.

For widest dissemination and compliance.

Thank you.

DRRMS\_RAA\_20251029

