



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City
dep10_tangub@yahoo.com / (088) 395 3372
www.depedtangub.net



February 13, 2018

DIVISION MEMORANDUM
No. 40 series 2018

**CONDUCT OF CY 2018 FIRST QUARTER NATIONWIDE SIMULTANEOUS
EARTHQUAKE DRILL**

To : Chief of School Governance and Operation Division
Chief of Curriculum Implementation Division
Elementary and Secondary School Heads
Section Heads

1. Relative to the NDRRMC Memorandum No. 17,s. 2018, all DepEd Offices and schools shall participate in the conduct of the CY 2018 First Quarter Nationwide Simultaneous Earthquake Drills (CY 2018 Q1 NSED).
2. The CY 2018 First Quarter NSED shall be on 15 February 2018 at 2:00 PM (Thursday).
3. The NSED aims to:
 - Evaluate the readiness and awareness of learners and DepEd personnel for earthquake;
 - Evaluate the coordination and communication mechanisms during evacuation procedures and response.
4. Proper documentation and Post -Activity evaluation of said drill is required. Submission should follow the guidelines in annex -A.

Dissemination of this Memorandum to all concerned is desired.

JEAN G. VELOSO
Assistant Schools Division Superintendent
OIC - Schools Division Superintendent

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

POLICY OFFICE

Relevant, inclusive and liberating basic education builds a strong nation.

Annex A

Submission Guidelines for the Memorandum on the Conduct of the 2018 Quarterly Nationwide Simultaneous Earthquake Drills (CY 2018 Quarterly NSED)

All schools, school division offices, and regional offices shall thoroughly follow the guidelines below; non-compliance is tantamount to non-acceptance of said reports.

1. School DRRM Coordinators shall submit the reports only to respective SDO DRRM Coordinators not later than three (3) work days after the activity.
2. Divisions DRRM Coordinators shall consolidate NSED reports from School DRRM Coordinators and shall submit only to respective Regional DRRM Coordinators not later than nine (9) work days after the activity.

Division DRRM Coordinators shall copy furnish to respective Office of the Superintendent.

3. Regional DRRM Coordinators shall consolidate NSED reports from Division DRRM Coordinators and shall submit to the DRRMS. All consolidated reports regarding the documentation and analysis of any CY 2018 Quarterly NSED shall be submitted to drmmo+NSED@deped.gov.ph no later than twelve (12) work days after the activity.

Regional DRRM Coordinators shall copy furnish to respective Regional Directors.

4. Cut-off time for all deadlines shall be at 2:00 PM.
5. Regional DRRM Coordinators should use the naming convention below to label respective email subjects:

[CY 2018 Q<> NSED] Report_<Region>