

September 9, 2019

DIVISION MEMORANDUM
No. 197, s.2019

TO : ALL PUBLIC SCHOOLS DISTRICT SUPERVISORS
ALL SCHOOL HEADS
DISTRICT DRMM Coordinators
SCHOOL DRRM Coordinators

SUBJECT: 2019 TALGED ESKWELA Search

1. Schools Division of Abra is conducting the **2019 TALGED** (*Tarigagay dagiti Abrenio, Linak kontra Gubat ken Epekto ti Didigra*) **Eskwela Search** for elementary and secondary level. The Search aims to inculcate a culture of safety in the day-to-day experience of children in school, increases the participation of the school in addressing potential disasters by reducing vulnerabilities and raise the awareness, preparedness and capacities of schools to prepare and manage possible disasters or emergencies.
2. Districts are invited to submit one entry for the elementary and all secondary schools are qualified to participate in the search.
3. Complete documents should be submitted to the Schools Division Office on or Before October 4, 2019.
4. TALGED Eskwela Guidance Note is listed in the enclosed attachment.
5. Desk evaluation of the documents and validation shall be conducted by **SDO TALGED ESKWELA SEARCH Committee**.
6. One Elementary and one secondary school shall be declared as the Elementary Best Talged Eskwela Search Winner for 2019 and Secondary Best Talged Eskwela Search Winner, respectively. Non-winners are all considered finalist.
7. Winner from elementary and secondary will automatically represent the Schools Division Office of Abra for the Regional Search for Safest School and Gawad KALASAG.
8. Plaques of Recognition indicating recipient as Best TALGED ESKWELA 2019 shall be awarded to the winners while Certificate of Recognition indicating the recipient as a finalist shall be awarded the participating schools. Certificate of Recognition shall be given to the Principals as Best School Head DRRM Implementer, SDRRM Coordinator as Best SDRRM Implementer, SDRRM Coordinator as Best SDRRM Implementer, Best SDRRM Team Implementer and the Public Schools District Supervisor will be given a recognition of the winning district.
9. For inquiries, please contact Mr. Florencio B. Rifareal, Jr. – Project Development Officer II – DRRM Coordinator through mobile number **09366639528**.
10. For Information and wide dissemination.


AMADOR D. GARCIA, SR. Ph.D.
OIC-Schools Division Superintendent

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COMPREHENSIVE SCHOOL SAFETY GUIDANCE NOTES
2019 TALGED Eskwela Search

CRITERIA		GUIDANCE FOR POINTS	
Enabling Environment		23	
1	Adopted/Adapted/localized at least 3 existing policies relating to DRRM/CCA/EiE in education/school safety	3 or more policies adapted/localized	= 3
		1-2 policies adapted/localized	= 1
	Formed School DRRM Team, with a focal person and consisting of personnel from different offices with defined membership, and roles and responsibilities/functions.	Presence of all component in the criteria	= 2
		Absence of even 1 component in the criteria	= 0
3	Has comprehensive School DRRM Plan, which includes CCA & EiE measures, covering risk assessment, risk reduction, and rehabilitation and Recovery	Presence of all component in the criteria	= 1
		Absence of even 1 component in the criteria	= 0
4	School Budget supports regular DRRM Activities	Presence of budget allocated for DRRM Activities	= 2
		Absence of budget allocation for DRRM Activities	= 0
5	Conducted Student-led School Watching and Hazard Mapping (DO 23 s 2015), and involved students in DRRM Planning.	Students involved in both	= 2
		Students involved in either the student-led Watching & Hazard Mapping or DRRM Planning	= 0
6	Incorporated results of student-led school watching and Hazard mapping in the School DRRM Plan and SIP	Incorporated in both DRRM Plan and SIP	= 4
		Incorporated Only in the DRRM Plan	= 0
7	Data collection and consolidation on Programs and Activities on DRRM, covering the 3 Pillars to monitor results and impact exist	Presence	= 2
		Absence	= 0
8	Rapid Assessment of Damages Report (RADAR) is submitted to Central Office, within 72 hours after the onslaught of a hazard in the area	Submission with 72 hours after the onslaught of Hazard, either through SMS or other means Of communication	= 3
		Submission beyond 72 hours after the onslaught of Hazard, either through SMS or other means Of communication	= 1
9	100% completion of DRR related questions in the EMIS/EBEIS	100% completion	= 2
		Less than a 100% completion	= 0
10	School has partnerships that could be tapped to support its DRRM programs and activities, including those during after a disaster	Presence of Current Partnership	= 2
		Absence of Partnership	= 0
Pillar 1: SAFE LEARNING FACILITIES		35 POINTS	
1	School Bldg./classroom components are according to DepEd &/or National Bldg. Code approved standard design and specifications (See criteria & checklist for Pillar 1 No. 1 for scoring.	See Guidance on DepEd Minimum Standards for points (29 points)	
2	School conducted risk assessment of bldgs., in coordination with Education Facilities Division and with support of other agencies and partners	Presence as per the criteria	= 2
		Absence	= 2
3	School has taken appropriate action with respect appropriate action with respect to unsafe school bldgs.. (e.g upgraded/retrofitted, non-usage, etc)	Undertaken appropriate action	= 2
		Absence of any appropriate action	= 0
4	Undertaken regular inspection and repair of minor classroom (including facilities) damages	Presence = 1	
		Absence = 0	
5	School Heads are clear with the roles and functions of the school in camp management vis-à-vis the LGU AND DSWD as per Joint Memorandum Circular No. 1 series of 2013 "Guidelines on Evacuation Center Coordination and Management" and RA 10821 "Children's Emergency Relief and Protection Act" and its corresponding IRR	Presence = 1	
		Absence = 0	
Pillar 2: School Disaster Risk Management		30 POINTS	
1	School has a Contingency Plan, i.e. Preparedness Plan turned into response actions when a disaster strikes	Presence = 1	
		Absence = 0	
2.	80% of students and their families have accomplished the Family Preparedness Plan together (family evacuation, reunification), as per DO NO. 27. Series of 2015.	80% of student accomplished as per criteria	= 3
		Less than 80% of students accomplished as per criteria	= 1

3	School has established a school personnel & learners tracking system/protocol in the event of disaster or emergency	Presence of both = 2 Absence of 1 or both = 0
4	Hazard and evacuation maps are located in conspicuous places in the school	Presence = 1 Absence = 0
5	School has available accessible and adequate first aid kit in every instructional classroom	Presence & accessibility with basic content = 1 Basic content: Alcohol, cotton, scissor, medicine for emergencies, bandages, ammonia. Gauze/band-aid, plasters, thermometer, triangular bandage, first aid book, gloves. Absence of any of the criteria = 0
6	School has at least 2 necessary and functioning equipment, in case of a disaster (e.g. fire extinguisher, handheld radio/base, generator, etc)	Presence of at least equipment as per criteria = 1 (if fire extinguisher is one of them should follow BFP minimum standards; otherwise, it is not considered) Less than 2 = 0
7	School conducted regular hazard-specific drills (at least 3 hazards) with participation of stakeholders (BFP, medic, LGUs, NGOs, Community, PTA, Alumni, and others.	If drills dealt with at least 3 hazards in total (each drill being hazard-specific) and as per criteria = 3 If drills dealt with 1-2 hazards in total (each drill being hazard specific) and as per criteria = 1
8	School has established functional early warning system to inform students and personnel of hazards and emergencies (protocol, warning signs, devices, IEC), considering national and LGU warning system and protocols	Presence = 2 Absence = 0
9	School has trained personnel to administer first aid to students and personnel	Presence = 1 Absence = 0
10	School has pre-identified spaces for putting up Temporary Learning spaces/shelters in the aftermath of a disaster or emergency	Presence = 1 Absence = 0
11	School has ready resumption strategies and alternative delivery modes to ensure education continuity (strategies, materials, focal persons to implement)	Presence = 2 Absence = 0
12	School has psychosocial interventions for personnel and students.	Presence = 1 Absence = 0
13	School has trained teachers and other personnel who could provide psychosocial support to students	Presence = 1 Absence = 0
14	School has an evacuation plan and procedures	Presence = 2 Absence = 0
15	School has student-family reunification plan that is clearly disseminated to students, teachers and parents	Presence = 2 Absence = 0
16	School has conducted awareness and capacity building for families and learners	Presence = 3 Absence = 0
17	School participated in the different DRRM/CCA/EiE activities of the LGU	Presence = 1 Absence = 0
Pillar 3: DRR IN EDUCATION		12 POINTS
1	School has integrated key DRRM/CCA/EiE concepts in at least 4 subjects based on the national curriculum guide	Integrated in 4 or more subjects = 5 Integrated in 2-3 subjects = 3
2	More than 75% of students are actively participating various DRRM/CCA/EiE activities	More than 75% of students = 1 Less than 75% of students = 0
3	School has DRRM/CCA/EiE capacity building plan for teachers and personnel	Presence = 1 Absence = 0
4	School Head and personnel have received at least 3 DRRM/CCA/EiE trainings from division or region or partners	At least 3 DRRM/CCA/EiE trainings = 3 Less than 3 = 1
5	At least more than 10 DRRM/CCA/EiE resource materials are available in the school	Presence = 1 Absence = 0
6	Presence of DRRM corner, with updated IEC materials posted in it, every classrooms	Presence = 1 Absence = 0

TALGED Eskwela Search Style Guide

1. All entries must contain an accurate and comprehensive table of contents; all pages must also contain a page number. Each criterion shall have a corresponding tabbing.
2. Attachment of pictures: All pictures must be in colored format; At least two (2) photo attachments are required for each page when supplemented with text description or a maximum of three (3) photos provided with text description. HD photos are required in order not to compromise its quality when expanded or otherwise
3. Scanned documents are attachment: Unless of utmost importance or relevance, such documents shall not be allowed to occupy the entire page. It is recommended that there are at least two (2) scanned copy of documents per page.
4. All of the entries shall be compiled or presented in one single document (or book)
5. Introduction shall be limited to the following:
 - Brief description or profile of the School
 - Brief message and acknowledgments
 - Executive Summary
6. Use of standardized font, font size, paper size, paper orientation, line, spacing, indents, and number of pages
 - Font type : **Times New Romans/Arial**
 - Font Size : **12**
 - Paper Orientation : **Portrait**
 - Paper Size : **A4**
 - Line Spacing : **Single Spacing**
 - Maximum pages: : **300** including annexes and attachments (not back-to-back)
 - Indents provided for in the style guide sample format (for inquiries contact Division DRRM Coordinator with mobile number – **09266639528**)
7. The entry shall be hardbound (solid/laminated format), unless there is an unavailability of hard binding in the area.
8. The cover page must **GREEN**
9. The presentation of compliance in different categories shall be clear, concise and straight to the point; it is highly encouraged to avoid unnecessary inclusions in the presentation.
 - ANNEXES shall be limited to the following:
 - Means of verification
 - Relevant photos
 - Clearances/Titles
 - Minutes of the meeting
 - MOA/ U
 - Any relevant/primary documents that will prove a certain claim
10. Maximum number of pages: Standard in all categories, the maximum number of page per entries shall be 300. Including the introduction and annexes. **Deliberate non-compliance shall constitute disqualification from the SEARCH.**