



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OFFICE OF ABRA

RELEASED
 01 MAR 2024
 DEPED-ABRA TIME

March 1, 2024

DIVISION MEMORANDUM

No. 099 s. 2024

REITERATION ON THE SCHEDULE FOR THE CONDUCT OF CY 2024 QUARTERLY NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

To: Asst. Schools Division Superintendent
 CES CID & SGOD
 School Heads – Elementary and Secondary
 School DRRM Coordinators – Elementary and Secondary
 All Persons Concerned

1. In reference to the **Advisory OUOPS-2024-04-01368** and **Memorandum DM OUOPS-2024-04-01277** title **“Reiteration on the Schedule for the Conduct of CY 2024 Quarterly Nationwide Simultaneous Earthquake Drill”**, this Office through the School Governance and Operations Division- DRRM is encouraging all schools and the SDO personnel to participate in the 2024 Quarterly Nationwide Simultaneous Earthquake Drill (NSED);

Quarter	Date	Time
1 st Quarter	March 22 or March 27, 2024 instead of March 15, 2024	9:00 AM
2 nd Quarter	June 13, 2024	2:00 PM
3 rd Quarter	September 12, 2024	9:00 AM
4 th Quarter	November 14, 2024	2:00 PM

2. A copy of the Information, Education, and Communication (IEC) materials for NSED can be accessed through this link <https://bit.ly/DepEdNSED2024>.
3. Guidelines on the Quarterly Submission of the 2024 QNSED Report are in Annex A.
4. All School DRRM coordinators shall accomplish the monitoring template under Annex B and transfer their reports to this online reporting link for the first quarter NSED: <http://tinyurl.com/1QNSSED2024>, and the succeeding link for the next quarter NSED will be sent via Facebook Messenger Chat Group.
5. Guidelines on the photo and video documentation of Quarterly Nationwide Simultaneous Earthquake Drill are in Annex C.
6. Photo and video documentation of NSED practices and initiatives shall be submitted not later than five (5) working days, after the schedule of the quarterly NSED through the link <http://tinyurl.com/SDOABRA1QNSSED2024>.
7. Widest dissemination of and compliance with this Memorandum is directed.

AMADOR D. GARCIA SR., PhD, CESO VI
 Schools Division Superintendent



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“Sustain Integrity, Lead, and Nurture Abrenias for Greater accomplishment.”

ANNEX A

Guidelines on the Quarterly Submission of the 2024 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

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

For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting Template (**Annex B**), to be signed by corresponding School DRRM Coordinator and 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.
2. Consolidated NSED reports and pictures must be submitted by the Division DRRM Coordinators **only to respective Regional DRRM Coordinators** copy furnished their respective Schools Division Superintendent **not later than ten (10) working days, after the schedule of the quarterly NSED.**
3. The Division DRRM Coordinators shall keep a copy of the submitted report for future reference, as necessary.

For Regional Coordinators

1. The Regional DRRM Coordinators must consolidate NSED reports and pictures from Division DRRM Coordinators.
2. Consolidated NSED reports and pictures must be submitted by the Regional DRRM Coordinators to the **DRRMS** via email drmo@deped.gov.ph copy furnished their respective Regional Directors **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 regional NSED report:

Date of Quarterly Conduct	Submission of Regional Consolidated Report
March 14, 2024	April 5, 2024
June 13, 2024	July 4, 2024
September 12, 2024	October 3, 2024
November 14, 2024	December 5, 2024



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF EDUCATION
 REPORT ON THE CONDUCT OF QUARTERLY
 NATIONWIDE SIMULTANEOUS EARTHQUAKE
 DRILL



DATE CONDUCTED: _____
 TIME STARTED: _____
 TIME ENDED: _____

REGION	
DIVISION	
NAME OF SCHOOL	

Pre-Drill	Yes	No
With available fire bugs?		
With updated preparedness, evacuation, and response plan?		
With updated contingency plan?		
With available early warning system?		
With available emergency and rescue equipment?		
With available First Aid kit?		
With available communication equipment (internet, telephone, mobile radio, etc.)?		
With sufficient space in school's courtyard to conduct the "Duck, Cover, and Hold"?		
Conducted coordination/preparatory meeting with neighboring schools?		
Conducted an orientation to teachers 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?		
Teachers 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?		

Additional Remarks

No. of Personnel	Male	Female	Total
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Learners	Male	Female	Total
No. of Learners			
No. of IP Learners			
No. of Muslim Learners			
No. of Learners with Disability			
<i>Grand Total</i>			
Post-Drill	Yes	No	
Conduct of post-activity exercises tabletop and functional exercises			
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