



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

No. **629** S. 2023

19 OCT 2023

**CONDUCT OF THE 4TH QUARTER  
NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

**TO: Public School District Supervisors  
Schools Heads  
District DRRM Coordinators  
School DRRM Coordinators  
All Others Concerned**

1. In connection to the approved NDRRMC Memorandum No. 006, .s 2023 "Resumption of Face-to-face Conduct of Nationwide Simultaneous Earthquake Drill, schools are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED) on **November 9, 2023, 9:00 AM.**
2. The DRRMS has developed Information, Education, and Communication (IEC) materials for NSED which can be accessed through this link: <https://bit.ly/DepEdNSED2023>.
3. This office also reiterates that proper documentation and post-NSED evaluation of said drill are required. The consolidated report of the district should be uploaded at [https://bit.ly/NSED\\_4Q\\_2023\\_MisOr](https://bit.ly/NSED_4Q_2023_MisOr) not later than November 16, 2023. Please refer to the attached template to be used for reporting purposes.
4. For further information, you may contact the Division DRRM Coordinator through email at [cirilo.rubiato@deped.gov.ph](mailto:cirilo.rubiato@deped.gov.ph).
5. For information and appropriate action.

  
**EDILBERTO L. OPLENARIA, EdD., CESO V**  
Schools Division Superintendent





## TEMPLATE TO BE USED BY THE DISTRICT DRRM COORDINATOR

- The consolidated report of the district should be uploaded at [https://bit.ly/NSED\\_4Q\\_2023\\_MisOr](https://bit.ly/NSED_4Q_2023_MisOr) not later than November 16, 2023.
- QR Code for the link is also provided for convenience.
- Be concise with your report.

	No. of YES	No. of NO
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?		
<b>Additional Remarks</b>		
<b>Actual Drill</b>		
	<b>Yes</b>	<b>No</b>
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		
<b>Additional Remarks</b>		

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			
<b>Additional Remarks</b>			
<b>Common issues and concerns encountered during the actual conduct of drill</b>			
1			
2			
3			
4			
5 [Add additional item/s when necessary]			

Prepared by:

Noted by:

\_\_\_\_\_  
DISTRICT DRRM COORDINATOR  
Date: \_\_\_\_\_

\_\_\_\_\_  
PUBLIC SCHOOLS DISTRICT SUPERVISOR  
Date: \_\_\_\_\_



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



**DATE CONDUCTED:** \_\_\_\_\_  
**TIME STARTED:** \_\_\_\_\_  
**TIME ENDED:** \_\_\_\_\_

<b>REGION</b>	
<b>DIVISION</b>	
<b>NAME OF SCHOOL</b>	

<b>Pre-Drill</b>	<b>Yes</b>	<b>No</b>
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**

<b>Actual Drill</b>	<b>Yes</b>	<b>No</b>
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		

**Additional Remarks**

<b>No. of Personnel</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
<b>No. of Learners</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
No. of Learners			
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 of post-activity exercises tabletop and functional exercises			
<b>Additional Remarks</b>			
<b>Common issues and concerns encountered during the actual conduct of drill</b>			
1			
2			
3			
4			
5 [Add additional item/s when necessary]			

**Prepared by:**

**Noted by:**

\_\_\_\_\_  
[School DRRM Coordinator]

Date:

\_\_\_\_\_  
[School Head]

Date:

## **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 recording of the conduct of quarterly NSED may be used in information and communication materials of the Department, as may be 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 or Portrait
  - 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