Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet

June 23, 2017

RELEASED
JUN 28 2017
DepED-CAR Time:

REGIONAL MEMORANDUM
No. 196 . 2017

TO: All Schools Division Superintendents
Heads, Public and Private Elementary and Secondary Schools

FROM: **MAY B. ECLAR, Ph.D, CESO V**
Officer In-charge
Office of the Regional Director

SUBJECT: **SIMULTANEOUS CONDUCT OF THE SECOND QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)**

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1. Pursuant to Republic Act (RA) No. 10121, preparedness and mitigation are key strategies in reducing disaster risk. The repeated practice of disaster drills is one way of promoting awareness and strengthening the disaster preparedness and intensify the earthquake preparedness of schools and the community.

2. The Department of Education, in cooperation with the National Disaster Risk Reduction and Management Council and the Office of Civil Defense (OCD)-CAR, hereby enjoins all public and private schools to participate in the conduct of the Second Quarter Nationwide Simultaneous Earthquake Drill on June 29, 2017 at 2:00 p.m.

3. All schools and division offices are encouraged to coordinate with their Schools Division Disaster Risk Reduction and Management Coordinators (SDRRMC) and Local DRRM Councils (LDRRMC) and all other concerned agencies prior to the conduct of the activity for technical assistance and to ensure the successful conduct of the activity. Attached is Enclosure 1 of DepEd Order No. 84, s. 2012 for reference as to the phases and stages of an Earthquake Drill in schools for reference.

4. All Division Disaster Risk Reduction and Management Coordinators (SDRRMC)/PDO II-DRRM are enjoined to monitor the conduct of the activity and submit a post activity report to the Education Support Services Division, DepED-CAR Regional Office using the attached template (Enclosure 1).

5. Immediate and wide dissemination of this memorandum is desired.

Reference:
Letter from OCD-CAR dated June 19, 2017
DepEd Order No. 84, s. 2012

ESSD/DRRM
CTG/epm

Enclosure No. 1 to RM No.

CONSOLIDATED REPORT ON THE NATIONAL SIMULTANEOUS EARTHQUAKE DRILL (NSED)

Region: _____ **Total No. of Schools:** _____

Division: _____ **Date conducted:** _____

QUESTIONS	ANSWERS
Number of schools that participated in the conduct of the National Simultaneous Earthquake Drill (NSED)	
Number of schools that submitted their accomplishment report	
Number of schools that **DID NOT** participate in the actual conduct of the NSED	
Number of schools that coordinated with their Local Disaster Risk Reduction and Management Council	
Number of schools that conducted orientation on earthquake and discussed preparedness measures prior to the actual conduct of NSED	
Number of schools that mapped-out personnel and/or learners information and contact numbers	
Number of schools that conducted post-evaluation of the drill	
Common issues and concerns encountered during the actual conduct of the drill (enumerate as many as possible; use another sheet as needed)	
Were there any untoward incident that happened during the conduct of NSED? Please provide an explanation on another sheet, if any.	
Number of schools that experienced untoward incident during the conduct of NSED	

Prepared by:

Name: _____

Position: _____

Approved by:

Name: _____

Position: _____

(Enclosure No. 1 to DepEd Order No. 48, s. 2012)

STAGES OF AN EARTHQUAKE DRILL

Stage 1: Planning

Form a **School Disaster Management Committee (SDMC)**

- ☑ Over-all Coordinator
- ☑ First Aid Team
- ☑ Fire Safety Team
- ☑ Communication Team
- ☑ Building Safety Inspection Team
- ☑ Evacuation Team
- ☑ Site Security Team

Prepare **EARTHQUAKE SURVIVAL KIT**

Basic items inside an earthquake survival kit:

1. *First aid kit (alcohol, bandages, absorbent cotton, gauze, masks, adhesive plasters medicine, tweezers)*
2. *Food*
3. *Bottled water*
4. *Flashlights and extra batteries*
5. *Radio (battery operated)*
6. *Lighters and matches*
7. *Whistle*
8. *Knife*
9. *Blankets and spare clothes*
10. *Rope - at least 7 meters long*
11. *Toiletries*
12. *Pen and paper*
13. *Emergency contact numbers*
14. *Cash*

SDMC should

- ☑ Have the yearly update on information of school population
- ☑ Prepare the most recent school map
- ☑ Prepare the building floor plan of each building

Stage 2: Developing the Earthquake Evacuation Plan

SDMC should conduct a **SCHOOL WATCHING EXERCISE**

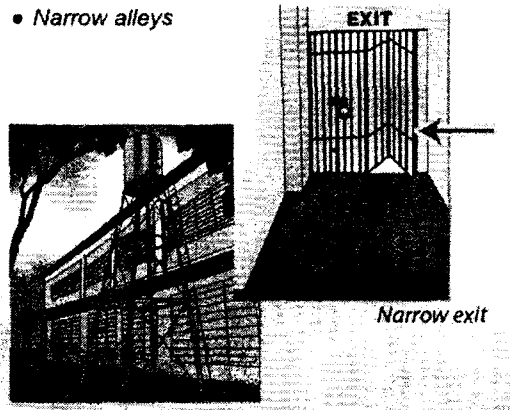
- ☑ Observe safe and unsafe zones
- ☑ Suggest corrections for improvements
- ☑ Assess the structural integrity of the building/s
- ☑ Assess if the school location is tsunami prone

Good practices and safe zones:

- ☑ *Swing out door*
- ☑ *Wide corridors*
- ☑ *Wide open space for evacuation*
- ☑ *Fire exits*
- ☑ *Public alarm system*

Some of the unsafe zones:

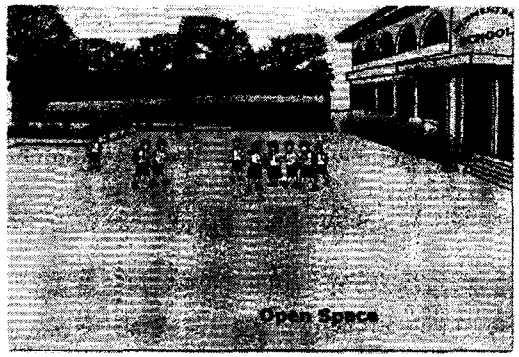
- *Windows and glass panes*
- *Book shelves, machinery, cabinets and furniture that may topple or slide*
- *Narrow alleys*



Narrow exit

Avoid passing near water tank

Use all available **OPEN SPACES** nearest to the building

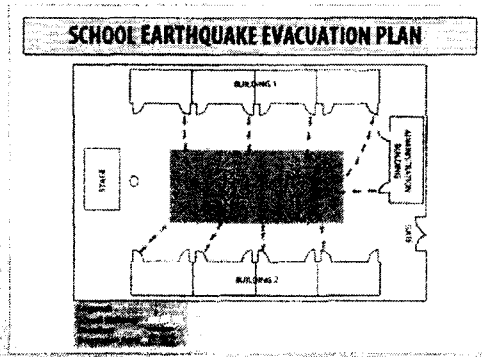


Determine if there is sufficient open space for all, set a buffer zone from the building

Length x width = area
(how many students? / 1 square meter)

Consider the number of students in each building (per session)

Make sure that evacuation route will not expose the students to additional hazards



Stage 3: Orientation Prior to the Conduct of an Earthquake Drill

A. Preparations

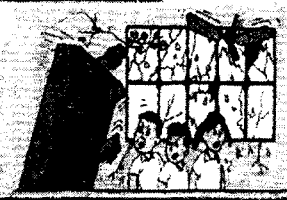
1. Conduct of lectures about earthquake
2. Conduct classroom hazard observation activity
3. Introduce evacuation plan
4. Introduce assigned evacuation area
5. Post the school evacuation map in every classroom and bulletin board
6. Assign student in-charge of making sure the door is open during shaking
7. Assign observers and evaluators who will give comments and suggestions
8. Inform the neighborhood about the drill
9. Check available alarm system
10. Assign class marshall
11. Take note of persons with disabilities (PWD), pregnant and elderly and identify their locations for evacuation
12. Assign marshalls to assist the PWD, pregnant and elderly during evacuation

B. Protect yourself

What to do **DURING an earthquake**

- ☑ DUCK, COVER and HOLD
- ☑ Watch out for falling objects
- ☑ Keep calm and don't panic

Keep away from glass window and heavy shelves



Stage 4: Actual Conduct of an Earthquake Drill

PHASES OF AN EARTHQUAKE DRILL

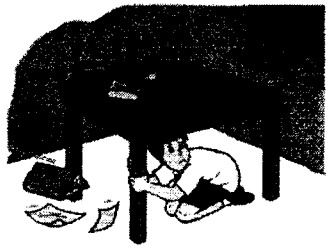
Phase 1. Alarm

During the drill, the 1-minute alarm indicates earthquake or shaking.

Sample siren used during an earthquake drill

Phase 2. Response

*While the alarm is ongoing, everyone should perform "**duck**, **cover** and **hold**". Remain in this position until the "shaking" stops.*



Take cover under a sturdy table and hold to your cover until the shaking stops

Use a book to cover your head

Hide under an armchair

Phase 3. Evacuation

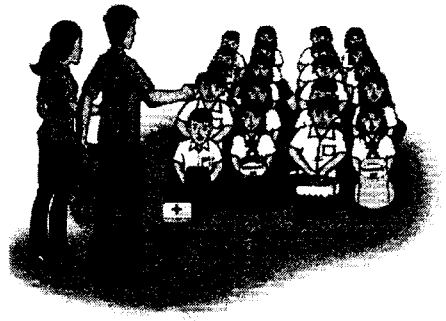
As soon as the shaking stops, immediately evacuate the school building and proceed to identified evacuation areas using the pre-determined routes guided by the class marshall or teacher.

Phase 4. Assembly

At the designated evacuation area, students must be grouped together according to the class where they belong.

Phase 5. Head Count

Teachers should check and make sure all students are accounted for.



Phase 6. Evaluation

The over-all coordinator will annouce the termination of drill or "All clear".

An evaluation of the drill must be conducted to identify problems encountered during the drill and how these can be improved in future earthquake drills.

Observers will give their comments and suggestions when all are gathered in the evacuation areas.

WHEN IS THE TIME TO EVACUATE?

After a very strong earthquake wherein you lose balance or could not stand and heavy objects and furniture start to be moved or shifted.

As read aloud or as declared by announcer.

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HOW TO CONDUCT AN EARTHQUAKE DRILL IN SCHOOL

Primer