



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

June 8, 2021

**REGIONAL MEMORANDUM**

No. **000309**, s. 2021

**VIRTUAL ORIENTATION AND CONDUCT OF EARTHQUAKE DRILL CUM PSYCHOSOCIAL FIRST-AID ACTIVITY TO DEPED REGIONAL OFFICE VIII PERSONNEL**

To: Assistant Regional Director  
Regional Office Functional Division Chiefs  
Regional Office Section and Unit Heads  
All DepEd Regional Office VIII Personnel  
All Others Concerned

1. Pursuant to OUA Memorandum 00-0221-0199 dated February 11, 2021 on the Reiteration on the Schedule for the Conduct of the CY 2021 Quarterly Nationwide Simultaneous Earthquake Drill, this Office announces that there will be a Virtual Orientation and Conduct of Earthquake Drill Cum Psychosocial First-Aid Activity to DepEd Regional Office VIII Personnel on June 10, 2021.
2. The objectives of this activity are as follows:
  - a. Orient DepEd RO VIII personnel on what to do before, during, and after an earthquake in the new normal condition;
  - b. Execute the drop, cover and hold-on protocol during an earthquake; and
  - c. Provide psychosocial first-aid to personnel.
3. In order to conform with the IATF protocol on social distancing, there will be no evacuation that will take place but rather, all employees/personnel will execute the "drop, cover and hold-on" protocol in their respective Offices while the siren is still on. For employees that are in a work from home schedule, they are required to attend the same activities and document their execution of the earthquake drill.
4. The timeline of activities is stipulated in this Memorandum.
5. All Functional Division Chiefs are enjoined to support the activity by monitoring the participation of their respective personnel.
6. Immediate dissemination of and strict compliance with this Memorandum is desired.

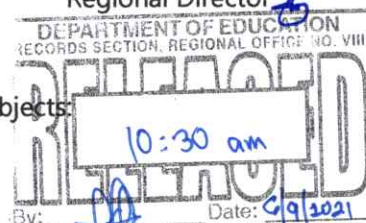
**MA. GEMMA MERCADO LEDESMA**  
Regional Director

Enclosures: Timeline of Activity

References: None

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

Earthquake      Drill      PFA  
ESSD-SPPS-EPF



Enclosure to Regional Memorandum No. \_\_\_\_\_ s. of 2021

**Time of Activity for the Virtual Orientation and Conduct of Earthquake Drill Cum Psychosocial First-Aid Activity to DepEd Regional Office VIII Personnel**

Time	Activity	Responsible Person
8:30 – 9:00 AM	Preliminaries - Prayer - National Anthem - DepEd Hymn - Opening Remarks of RD Ledesma - Statement of Purpose by the Regional DRRM Officer	ESSD/Secretariat
9:00 -10:00 AM	Orientation of the Earthquake Protocol in the Office	Regional DRRM Officer
10:00 -10:30 AM	Orientation of the Fire Protocol in the Office	Regional DRRM Officer
10:30 – 10:35 AM	Execution of the Drop, Cover, and Hold-on Protocol for Earthquake	All Regional Office VIII Personnel (Present in the Office and those who are in a WFH Schedule)
10:35 – 11:00 AM	Post-Conference of Activity	Regional DRRM Officer
11:00 AM -1:00 PM	Break	
1:00 – 1:30 PM	Orientation on the Use of the UV Box in the Office	Mrs. Camilia Nemil – Nurse II
1:30 – 3:30 PM	Psychosocial First-Aid Session	Ms. Karen Barril
3:30 – 4:30 PM	Workshop/Intervention	Ms. Karen Barril
4:30 – 4:45 PM	Wrap-up of Activities	Ms. Karen Barril
4:45 - 5:00 PM	Closing Remarks	ARD Bebiano Sentillas



QUARTER 00-0221-0199  
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DEPARTMENT OF EDUCATION  
REGION III, EASTERN VISAYAS

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02/26/21 # 1287

Date / Tracking

3:00pm Xela Ruffinante

Submitted to  
OFFICE OF THE DIRECTOR IV

26 FEB 2021

02 MAR 2021

Signature  
Signature

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0221-0199**  
**MEMORANDUM**  
19 February 2021

For: **Secretary Leonor Magtolis Briones**  
**Undersecretaries**  
**Assistant Secretaries**  
**Bureau and Service Directors**  
**Regional Directors and BARMM Education Minister**  
**Schools Division Superintendents**  
**All Schools Concerned**

Subject: **REITERATION ON THE SCHEDULE FOR THE CONDUCT OF  
THE CY 2021 QUARTERLY NATIONWIDE SIMULTANEOUS  
EARTHQUAKE DRILL**

In connection to the approved NDRRMC Memorandum No. 08, s. 2021 "Conduct of the CY 2021 Quarterly Nationwide Simultaneous Earthquake Drill", offices across all levels of the Department and Schools are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED), with schedule as follows:

Quarter	Date	Time
1 <sup>st</sup> Quarter	11 March 2021	2:00 PM
2 <sup>nd</sup> Quarter	10 June 2021	09:00 AM
3 <sup>rd</sup> Quarter	09 September 2021	2:00 PM
4 <sup>th</sup> Quarter	11 November 2021	09:00 AM

Due to the limitations in the conduct of mass gatherings and in adherence to the COVID-19 required health standards, NSED exercises requiring physical interaction, particularly evacuation drill in DepEd offices and schools are hereby suspended.

However, all DepEd personnel and learners are enjoined to simultaneously practice the **"duck, cover, and hold"** procedure on the set times. Other exercises such as virtual earthquake drills, tabletop, and functional exercises may also be done, while adhering to the minimum public health standards.

To ensure awareness and preparedness on the impending threat of the inevitable occurrence of an earthquake, even in the midst of the pandemic, **Information, Education and Communication (IEC) campaign in NSED using distant means must be intensified.** Region and Division offices may use the IEC materials provided in the



**Office of the Undersecretary for Administration (OUA)**

*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]*

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo





NDRRMC Memorandum No. 71, s. 2020, the IEC for NSED during the COVID-19 pandemic shall highlight the following, among others:

- a. Conduct of earthquake evacuation while adhering to minimum public health standard based on policies and guidelines of the IATF, the DOH, the OCD, the Department of Science and Technology-Philippine Institute of Volcanology and Seismology (DOST-PHIVOLCS) and the other relevant organizations.
- b. Develop and update preparedness and response plans with consideration on the situation brought about by the COVID-19 pandemic.
- c. Prepare the emergency survival bag or "Go Bag" with the inclusion of health-related personal protective equipment and items such as face masks and sanitation solutions.
- d. Equip the Disaster Risk Reduction and Management team or similar entities with health-related personal protective equipment and items; and
- e. Promote the gender-sensitivity and inclusiveness in all relevant earthquake preparedness and response activities.

In addition, existing earthquake contingency plans of regional and division offices, and schools shall be updated to incorporate scenarios, mechanisms, and arrangements that are reflective of the current COVID-19 situation. To ensure minimum public health standards in the conduct of such, remote coordination and online workshops are encouraged.

For the post-NSED activities, self-evaluation and processing of the NSED within respective areas of jurisdiction is encouraged and no external evaluators should be mobilized after the conduct of NSED. The Office of Civil Defense (OCD) shall prepare and disseminate an online Exercise Evaluation Guide (EGG), for this matter. Evaluation must be submitted.

Proper documentation and post-activity evaluation of said drill are required. All field offices are advised to make necessary preparations to ensure that the required reports are submitted on time, as indicated in **Annex A**. Also attached is the NDRRMC Memorandum No. 71, s. 2020, for your reference.

For further information, you may contact the Disaster Risk Reduction and Management Service, 2<sup>nd</sup> Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [drmm@deped.gov.ph](mailto:drmm@deped.gov.ph).

For immediate and appropriate action.



01-A001-0221-0196  
To a Partner in Progress  
DepEd 2016-2020



  
**ALAIN DEL B. PASCUA**  
Undersecretary

