



Republic of the Philippines

Department of Education

REGION III- CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

September 4, 2023

SCHOOLS DIVISION MEMORANDUM

No. 329, s. 2023

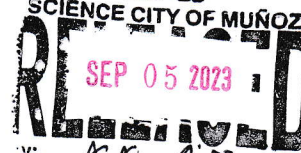
SCHOOLS DIVISION PARTICIPATION TO THE 3RD QUARTER NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. Pursuant to OUOPS Memorandum No. 2023-04-1668 entitled *Reiteration on the Conduct of CY 2023 2nd Quarter Nationwide Simultaneous Earthquake Drill (NSED)*, this Office reminds all schools and schools division personnel to participate in the 3rd Quarter NSED on September 7, 2023 at 2:00 p.m.
2. All schools should intensify the Information, Education and Communication (IEC) campaign by posting a copy of the IEC materials to their school Facebook page to ensure awareness and preparedness of personnel and learners. The copy of the materials can be accessed through <https://bit.ly/DepEdNSED2023>.
3. Kindly refer to Enclosure Nos. 1 and 2 for the reporting template and the guidelines of photo and video documentation which must be accomplished and uploaded through the link <https://tinyurl.com/2023Q3NSED> while the summary should be filled-out through the link <https://tinyurl.com/2023NSEDsummary>.
4. Immediate and wide dissemination of the Memorandum is desired.

JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

SCIENCE CITY OF MUÑOZ



// REA NSED 3Q
020/ September 4, 2023

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SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 to Division Memorandum No. 321, s. 2023

REPORT ON THE CONDUCT OF QUARTERLY NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

DATE CONDUCTED: _____

TIME STARTED: _____

TIME ENDED: _____

REGION	
DIVISION	
NAME OF SCHOOL	

Pre-Drill		Yes	No
A	With available Go Bags?		
B	With updated preparedness, evacuation, and response plans?		
C	With updated contingency plan?		
D	With available early warning system?		
E	With available emergency and rescue equipment?		
F	With available first aid kits?		
G	With available communication equipment (internet, cellphone, two-way radio, etc.)?		
H	With sufficient space in school/classrooms to conduct the "Duck, Cover, and Hold"		
I	Conducted coordination / preparatory meeting with LDRRMO / BDRRMCs?		
J	Conducted an orientation to learners and school personnel on earthquake preparedness measures		

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	and conduct of earthquake and fire drills?		
K	Conducted an orientation to parents on earthquake preparedness measures and the conduct of earthquake and fire drills?		
L	Learners have accomplished the Family Earthquake Preparedness Homework?		
M	Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?		
Additional Remarks			
Actual Drill			
A	Conducted "Duck, cover, and hold"?		
B	Conducted evacuation drill?		
Additional Remarks			
No. of Personnel		Male	Female
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Learners			
No. of Learners			
No. of IP Learners			
No. of Muslim Learners			

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Additional Remarks			
Actual Drill			
A	Conducted "Duck, cover, and hold"?		
B	Conducted evacuation drill?		
Additional Remarks			
No. of Personnel		Male	Female
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			
No. of Learners			
No. of Learners			
No. of IP Learners			
No. of Muslim Learners			

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No. of Learners with Disability			
Grand Total			
Post Drill			
A	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/ when necessary)			

Prepared by:

Approved by:

School DRRM Coordinator

School Head



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Enclosure No. 2 to Division Memorandum No. 329, s. 2023

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



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