



Republic of the Philippines

## Department of Education

REGION III- CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

August 1, 2024

### SCHOOLS DIVISION MEMORANDUM

No. 259, s. 2024

#### VIRTUAL ORIENTATION ON THE CONDUCT OF STUDENT-LED SCHOOL WATCHING AND HAZARD MAPPING

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
All Unit Heads  
All Others Concerned

1. Pursuant to DepEd Order No. 23, s. 2015 titled *Student-led School Watching and Hazard Mapping*, this Office reminds all schools for the conduct of the said activity every first month of the school year.
2. Anent to this, a virtual orientation will be conducted on August 6, 2024 2:00 p.m. through this link <https://tinyurl.com/2024HazMap>. The participants in this activity are School Heads, AO-II, and PDO-I.
3. The activity aims to:
  - improve student's level of awareness on the potential hazards and risks within and around the schools;
  - increase the participation of children in addressing potential disasters by reducing vulnerabilities; and
  - inculcate a culture of safety in day-to-day experience of children in school
4. Enclosed are the following information:
  - Enclosure No. 1 – School Watching Checklist
  - Enclosure No. 2 – Composition of School Watching Team
  - Enclosure No. 3 – Template for the Activity Completion Report
5. The Activity Completion Report shall be uploaded through the link <https://tinyurl.com/SY24HazardMapping> after the conduct of the activity until August 30, 2024.



Address: Brgy. Rizal, Science City of Muñoz, 3119

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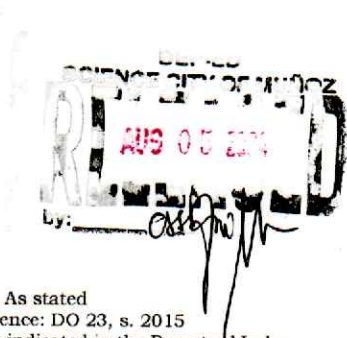
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6. For more information, all concerned may contact the Disaster Risk Reduction Management (DRRM) Division Coordinator through cellphone no. 0916-4950-559 or email address: [rosan.ariston@deped.gov.ph](mailto:rosan.ariston@deped.gov.ph)
7. Immediate and wide dissemination of the Memorandum is desired.



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: DO 23, s. 2015  
To be indicated in the Perpetual Index  
Under the following subjects:

HAZARD MAPPING

*REA Submission of Report on the conduct of  
Student-led School Watching and Hazard  
Mapping  
018/August 1, 2024*



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Enclosure No. 1 to Schools Division Memorandum No. \_\_\_\_\_, s. 2024

### Annex 1: School Watching Checklist

- |   |   |
|---|---|
| <input type="checkbox"/> Broken window  | <input type="checkbox"/> Broken/dilapidated ceiling   |
| <input type="checkbox"/> Slippery pathway   | <input type="checkbox"/> Open/incomplete perimeter fence  |
| <input type="checkbox"/> Blocked corridor   | <input type="checkbox"/> Presence of stray animals inside the school campus   |
| <input type="checkbox"/> Heavy objects mounted on top of cabinets/shelves           | <input type="checkbox"/> Presence of electrical post/transformer near or within the school perimeter                                    |
| <input type="checkbox"/> Flooded area   | <input type="checkbox"/> No system of release to parents during emergencies   |
| <input type="checkbox"/> Busted plugs/light bulbs/electrical facilities             | <input type="checkbox"/> No posted emergency hotlines around the school   |
| <input type="checkbox"/> Exposed electrical wires                                   | <input type="checkbox"/> Garbage Area (Segregation of Biodegradable and Non-Biodegradable)  |
| <input type="checkbox"/> Protruding nails in chairs and tables                      | <input type="checkbox"/> Detached or peeled off GI sheet  |
| <input type="checkbox"/> Broken door knobs  | <input type="checkbox"/> Broken toilet bowl and/or sinks  |
| <input type="checkbox"/> Warning sign: Slippery pathways/corridors                  | <input type="checkbox"/> Broken chairs/desks/tables   |
| <input type="checkbox"/> Plants mounted on the building railings                    | <input type="checkbox"/> Blocked/no emergency exits   |
| <input type="checkbox"/> Flooding   | <input type="checkbox"/> Unmounted cabinets/shelves   |
| <input type="checkbox"/> Exposed chemicals and liquids                              | <input type="checkbox"/> Medical kits in every classrooms   |
| <input type="checkbox"/> Lack/absence of storage for equipment                      | <input type="checkbox"/> Bells/alarms   |
| <input type="checkbox"/> Unlabeled chemicals  | <input type="checkbox"/> Condemnable building (i.e. very old structure, collapsing building and/or prominent cracks on classroom walls) |
| <input type="checkbox"/> Dripping ceiling   | <input type="checkbox"/> Others ( <b>List as many as possible</b> )   |
| <input type="checkbox"/> Open pit   |   |
| <input type="checkbox"/> Stagnant water   |   |
| <input type="checkbox"/> Unpruned trees/bushes/shrubs                               |   |
| <input type="checkbox"/> Open/Clogged canals  |   |
| <input type="checkbox"/> No ramps for elevated school buildings or other facilities |   |
| <input type="checkbox"/> Swing-in doors   |   |



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Enclosure No. 3 to Schools Division Memorandum No. \_\_\_\_\_, s. 2024

### ACTIVITY COMPLETION REPORT ON THE CONDUCT OF STUDENT-LED SCHOOL WATCHING AND HAZARD MAPPING

- I. Narrative (include participant, date, budget, venue)
- II. Objectives
- III. Accomplished Checklist
- IV. Findings
- V. Hazard Map
- VI. Photo Documentation
- VII. Composition of School Watching Team
- VIII. Attendance

Prepared by:

\_\_\_\_\_  
Moderator

Approved by:

\_\_\_\_\_  
School Head



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