DIVISION MEMORANDUM
No. 82 s. 2012

QUARTERLY CONDUCT OF THE NATIONAL SCHOOL-BASED EARTHQUAKE AND FIRE DRILLS

To: Asst. Schools Division Superintendents
   Education Program Supervisors and Coordinators
   Public Schools District Supervisors
   Public and Private Elementary and Secondary School Heads
   Teachers In-Charge and Officers In-Charge

1. Pursuant to DepEd Order No. 48, s. 2012 dated June 15, 2012, all DepEd offices and attached agencies including public and private schools are enjoined to undertake the Quarterly Conduct of the National School-Based Earthquake and Fire Drills on June 29, 2012, 8:30 AM to generate the highest level of awareness among the public on Disaster Risk Reduction/Climate Change Adaptations (DRR/CCA) concerns and to assess the capacity level of the school and the community in the eventuality of disasters and emergencies.

2. As expected all public and private schools are enjoined to be ready with the following documents during the conduct of the activity, to wit:
   a. School Site Development Plan;
   b. School Disaster Management Committee;
   c. Identification of High Risk Areas Inside the School (properly labeled);
   d. Emergency Preparedness Evaluation and Contingency Plan; and
   e. Communication and Coordination with the LGUs and Local DRRMOs.

3. Close coordination of the school with the Division, Municipal, and Barangay DRRMC and other concerned agencies prior to the conduct of the earthquake and fire drills whose assistance are deemed necessary for the successful conduct is being encouraged.

4. Reports of the conduct of the drills, level of participation, school evaluation of contingency plans and assessment thereof shall be submitted by respective District (elementary) and by school (secondary) including the Drill Evaluation Forms (attached as one of the enclosures) to this Office, Attention: HERACLEO E. BARCILLANO, Division Disaster Risk Coordinator or at hbarcillano@yahoo.com not later than July 5, 2012.

5. For your information, guidance, and compliance.

GILBERT T. SADSAD
Schools Division Superintendent

References:
Unnumbered Regional Memorandum
DepEd Order No. 48, s. 2012

To be indicated in the Perpetual Index
Under the following subjects:
DISASTER RISK REDUCTION
EARTHQUAKE AND FIRE DRILLS