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Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE OF NUEVA ECIJA

RECORDS SECTION

09 January 2022

DIVISION MEMORANDUM
No. 08, s. 2023

**MANDATORY UNANNOUNCED EARTHQUAKE AND FIRE DRILLS
IN SCHOOLS AND OFFICES**

To: Assistant Schools Division Superintendents
Chiefs of Division, CID & SGOD
All Unit Heads
Public Elementary and Secondary School Heads
SDO and Field Non-teaching Personnel
Teaching Personnel
All Others Concerned

1. In compliance to DepEd Order No. 053, s. 2022 titled, **Mandatory Unannounced Earthquake and Fire Drills in Schools, all public schools and offices** are hereby required to conduct **unannounced earthquake and fire drills every first and third week of every month.**
2. School heads with the assistance of the School DRRM Coordinator shall spearhead the planning, implementation and regular monitoring of these drills in their respective schools. These drills are to ensure that all learners and personnel are properly guided on what should be done during, and after an earthquake or occurrences of fire in schools.
3. Emergencies and calamities may strike anywhere and anytime. Thus, having an effective preparedness plan is the key in preventing great losses and saving lives. These drills and simulation exercises are preventive measures that will familiarize escape routes and reinforce proper actions during emergency.
4. Review of standard operating procedures on conduct on fire and earthquake drills is advised. DRRM Team must be capacitated of required responses in anticipation of different scenarios that may happen during emergency.
5. School Alert / Warning System must be calibrated. Response facilities, equipment and supplies must likewise be functional and ready for use during conduct of drills.
6. Schools shall refer to DepEd Order No. 27, s. 2015 titled *Promoting Family Earthquake Preparedness*, for materials that may be used by learners and their families as guide in the preparation before, during and after the occurrence of an earthquake.
7. Unannounced visit and monitoring of the Division or District DRRM Coordinator may be expected for proper evaluation of the execution of drills. Monitoring Tools will be provided through the District DRRM Coordinators.



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8. Private schools, community learning centers, as well as state/local universities and colleges (SUCs / LUCs) may choose to adopt the provisions of this DO as basis in the conduct of their own earthquake and fire drills for the disaster preparedness of their learners and personnel.
9. Immediate dissemination of and strict compliance with this memorandum is directed.

JESSIE D. FERRER, CESO V
Schools Division Superintendent

Encl.: None

Reference: DO 053, s. 2022, DO 027, S. 2015

To be included in the Perpetual Index

under the following subjects:

DRRM	CALAMITY
POLICY	SAFE EDUCATION
EMPLOYEES	LEARNERS
SCHOOLS	TEACHERS

DM 2023 Mandatory Unannounced Earthquake and Fire Drills in Schools
3-3/MLG 01-09-2023