



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 DIVISION OF BAGUIO CITY
 #82 Military Cut-off Road, Baguio City
 Telefax # 442-7819



DIVISION MEMORANDUM
 No. 225s. 2018

To: Public Schools District Supervisors
 Public and Private Elementary and Secondary School Heads
 School DRRM Coordinators

From: 
FEDERICO P. MARTIN, ED., D. CESOV
 Schools Division Superintended

Subject: **2nd National Simultaneous Earthquake Drill (NSED)**

Date: June 19, 2018

This is to reiterate Regional Memorandum 174 s. 2018, entitled **“Participation to the 2018 Second Quarterly National Simultaneous Earthquake Drill (NSED)”**. The regional memo was posted in our division website last June 13, 2018 and the scheduled **2nd National Simultaneous Earthquake Drill** will be on **June 21, 2018 at 2:00 PM**.

Public and private schools are enjoined to actively join and participate to create a culture of awareness and evaluate school contingency/evacuations plans on what to do in times of emergencies.

Activities in the conduct of the National Simultaneous Earthquake Drill:

Date	Activity	Remarks
June 21, 2018 @ 2:00 PM	National Simultaneous Earthquake Drill	<ul style="list-style-type: none"> • Invite Barangay official/s as evaluators of the drill. • Use Earthquake Drill Evaluation Form No. 2 • See annex ‘B’ for #bidaAngHanda social media preparedness activities and tag baguiosdrmm Facebook account and Office of Civil Defense.
June 22, 2018	Post NSED Activities	<ul style="list-style-type: none"> • Continuation of the uploading of NSED videos/pics and tag baguiosdrmm Facebook and OCD. • Submit the earthquake drill evaluation form no. 2 to the Division Office-SGOD-DRRM until 5:00 PM for consolidation.
Emergency Hotlines		<ul style="list-style-type: none"> • See Attachment ‘C’.

Immediate and wide dissemination of this memorandum is desired.

Kasim



EARTHQUAKE DRILL EVALUATION FORM No. 2

Location : _____
Date of Drill : _____
Time of Evacuation started : _____
Time of Evacuation ended : _____

SCHOOL DRRM COMMITTEE / DISASTER CONTROL GROUP

1. Is there an existing Memorandum / Office Directive indicating the institutionalization of a School DRRM Committee / Disaster Control Group including its composition, functions and responsibilities?
Yes / No. *Please elaborate:* _____
2. Are the members of the Committee aware of their functions and responsibilities?
Yes / No. *Please elaborate:* _____
3. Activation of the Committee was observed during the Drill.
Yes / No. *Please elaborate:* _____

EVACUATION PLAN

1. Is there an EXISTING and UPDATED Evacuation Plan for Earthquake and other Hazards?
Yes / No. *Please elaborate:* _____
2. Has the Evacuation Plan been disseminated to ALL employees and STUDENTS? Have emergency duties been reviewed by ALL employees concerned?
Yes / No. *Please elaborate:* _____
3. Are the students / employees aware of the designated evacuation areas and routes as indicated in the Evacuation Plan?
Yes / No. *Please elaborate:* _____
4. Evacuation Route Map is posted in each room, with the room marked on the map.
Yes / No. *Please elaborate:* _____

EXECUTION OF THE DRILL

1. Is the siren loud enough to be heard by all the drill participants?
Yes / No. *Please elaborate:* _____
2. Did the drill participants practice the "Duck, Cover and Hold" technique during the Alarm Phase (while the siren is being sounded)?
Yes / No. *Please elaborate:* _____
3. Did the drill participants a) evacuate during the Alarm Phase b) waited for the siren to stop before evacuating c) others. *Please elaborate:* _____
4. Evacuation leaders (such as teachers and school personnel) assisted in the Evacuation process.
Yes / No. *Please elaborate:* _____
5. Did the drill participants follow their designated routes to evacuation area?

Yes / No. Please elaborate: _____

6. Did the drill participants a)run b)walk casually or c) walk faster than normal during the evacuation phase? Please elaborate: _____
7. Students know the 4 rules for building evacuation: Don't Talk! Don't Push! Don't run! Don't turn back! Please elaborate: _____
8. Participants with disabilities and functionality needs were properly assisted.
Yes/No. Please elaborate: _____
9. Did the drill participants bring any first aid kit or any item noticeable during the evacuation phase?
Yes/No. Please elaborate: _____
10. Did the drill participants conduct the headcount during the headcount phase?
Yes/No. Please elaborate: _____
11. Is the evacuation area big enough to accommodate the evacuees?
Yes/No. Please elaborate: _____

OTHER COMMENTS AND OBSERVATIONS

1. Any other problem observed during the drill that might need to be addressed?
Please elaborate: _____

2. How long did it take for all the drill participants to vacate the building and time to reach the designated evacuation area? _____
3. Observed Number of Participants (estimates will do):

PARTICIPANTS COUNT	NO. OF STUDENTS	NO. OF PWDS	NO. OF PERSONNEL

Other comments and suggestions:

Evaluator:

Signature over Printed Name

Agency / Office

Annex 3

#BidaAngHanda

1. Take a photo or video, may be solo or in group, showcasing a preparedness activity with the main message: "Bida ang Handa"
Example:
 - *"Makikiisa kami sa 2nd Quarter Nationwide Simultaneous Earthquake Drill sa darating na June 21, alas-dos ng hapon, dahil Bida Ang Handa"*
 - *"Meron kaming Family Emergency Survival Kit para kung kailangan lumikas, meron kaming magagamit! At magda-DUCK-COVER-HOLD kami sa June 21! Dahil Bida and handa!"*
2. Post it on your social media accounts using the #BidaAngHanda.
3. Tag Civil Defense PH in Facebook or Twitter and invite your friends to do the same.
4. On June 22, 2018, share with us your earthquake drill experience by posting your photo or video on social media with #BidaAngHanda.

EMERGENCY HOTLINES



442-1901

442-1904

442-1905

619-1381

09202726222

CDRRMO

City
Disaster
Risk
Reduction
Management
Office
(BAGUIO)



Baguio City Police

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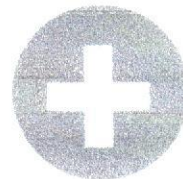
Baguio City Fire Station

160/442-2222



Baguio City Emergency
and Medical Services

442-1911



Red Cross
(Baguio Chapter)

442-4036

DEP-ED Baguio DRRM Emergency Operations Center

0919 – 4377356

0956 - 4199724

446 - 6738

WHAT TO DO DURING AN EMERGENCY:

1. Stay calm and do not panic
2. Call the appropriate number indicated above;
3. Give detailed information about the emergency (e.g. structural fire, medical concerns, crime on progress, etc.)
4. Give your full name, contact numbers and address (exact locations and indicate prominent landmarks)
5. Stay on the line (do not hang-up the phone) and wait for the operator's instructions
6. Call back when help arrives