



Office of the Secretary

NOV 15 2006

DepED MEMORANDUM
No. 397, s. 2006

FOURTH QUARTER CONDUCT OF EARTHQUAKE DRILL IN PUBLIC
AND PRIVATE SCHOOLS AS WELL AS IN DEPED OFFICES

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary Schools
All Others Concerned

1. The Fourth Quarter Earthquake Drill in public and private schools as well as in DepED Offices will be conducted on December 5, 2006 instead of December 1, 2006 as stated in DepED Memorandum No. 336, s. 2006. During the planning meeting with the Office of Civil Defense and PHIVOLCS, the conduct of earthquake drills shall be hosted by the regional offices to ensure high participation of schools.
2. Previous earthquake drills conducted were all hosted by the National Capital Region (NCR) and this time, Region III was chosen to host the fourth quarter conduct of earthquake drill as a culminating activity for the calendar year. A separate Memorandum shall be prepared for the schedules of the other regional offices to host the quarterly conduct of earthquake drills for the succeeding years.
3. As the host region, it is requested that three schools be proposed as venue for launching the opening of the earthquake drill where the ceremonial pressing of the button to signal the start of the drill will be done. The proposed schools shall have the following requirements:
 - a. Organized School Disaster Management Committee (SDMC) or School Calamity/Disaster and Fire Control Group (CDFCG);
 - b. Site Development Plan;
 - c. Evaluation Route Maps;
 - d. Records of active participation in previous drills and evacuation exercises; and
 - e. Wide venue for training/orientation of teachers/principals on how to conduct the drill.An ocular inspection of the proposed venues shall be done by the DepED Central Office, PHILVOCS and NDCC to select the model/pilot school and shall also conduct coordination and planning for the activity.
4. A two-day training of principals/teachers shall also be undertaken to provide the participants with skills and techniques on how to conduct an earthquake drill. Expenses incident to the training like food, accommodation, learning kits, supplies

and materials to be used, travel expenses of participants, shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

5. Travel expenses of DepED Central Office, PHIVOLCS and NDCC speakers, facilitators and evaluators shall be charged against their agency's disaster management funds also subject to the usual accounting and auditing rules and regulations.

6. Coordination with the Regional Disaster Coordinating Council (RDCC) and PHIVOLCS and the Focal Person on Disaster/Risk Management shall be done to facilitate the smooth conduct of the activity. It is also suggested that guidelines and policies on the conduct of earthquake drills like (a) DepED Memorandum No. 194, s. 2005, National Earthquake Drill in Public Schools; (b) DepED Memorandum No. 221, s. 2006, Supplemental Guidelines on the Conduct of Simultaneous Earthquake Drill in Public and Private Schools Nationwide; (c) DepED Memorandum No. 219, s. 2006, Implementation of Measures to Ensure the Safety of Schoolchildren in Public and Private Schools; (d) DepED Memorandum No. 205, s. 2006, Conduct of Simultaneous Earthquake Drill in Public and Private Schools Nationwide; (e) DepED Memorandum No. 300, s. 2006, Conduct of Quarterly Drills in Schools and DepED Regional and Division Offices; and (f) DepED Memorandum No. 336, s. 2006, Preventive/Mitigation Measures to Lessen the Impact of Calamities and Disasters, shall be used as references.

7. Reports shall be submitted two weeks after the actual conduct of the Earthquake Drill to the Regional Director who shall consolidate and endorse this to the Physical Facilities and Schools Engineering Division (PFSED) for compilation and final reporting to the National Disaster Coordinating Council (NDCC), Office of Civil Defense (OCD).

8. For particulars, please contact the Physical Facilities and Schools Engineering Division (PFSED), DepED Central Office, 4th Floor, Bonifacio Bldg., DepED Complex, Meralco Avenue, Pasig City through telefax nos. (02) 633-7263 and (02) 638-7110.

9. Wide dissemination of and strict compliance of this Memorandum is desired.

Handwritten: H. A. Lapus
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f.v.: JESLI A. LAPUS
Secretary
Handwritten: J

Reference:

DepED Memorandum: No. 300 and 306, s. 2006

Allotment: 1- (D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

CALAMITY
SAFETY EDUCATION

CHANGE
SCHOOLS

REPORTS