



Republic of the Philippines
Department of Education
 REGION VI - WESTERN VISAYAS
 SCHOOLS DIVISION OF SAGAY CITY

DIVISION MEMORANDUM

No. 186, s. 2025

MAR 11 2025

**REITERATION OF THE CY 2025 QUARTERLY NATIONWIDE SIMULTANEOUS
 EARTHQUAKE DRILL (NSED) SCHEDULE**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors – CID & SGOD
 Public Schools District Supervisors
 Public and Private Elementary and Secondary School Heads
 All Others Concerned

1. Attached is Memorandum DM-OUOPS-2025-04-00865, from **Asec. Dexter A. Galban Assistant Secretary for Operations, Officer-In-Charge, Office of the Undersecretary for Operations, through Director Felino O. Castro V, Director IV, Disaster Risk Reduction and Management Service** dated February 10, 2025, regarding the **CY 2025 Quarterly Nationwide Simultaneous Earthquake Drill (NSED) Schedule**.
2. All schools must conduct proper documentation of pre-activity, during activity, and post-activity evaluation by accomplishing *Annex B: Template on the Conduct of Quarterly Nationwide Simultaneous Earthquake Drill (QNSD)*.

<https://forms.gle/TN53FxaFumaL15WH6>



3. All reports must be accomplished not later than March 18, 2025, at 5:00PM.
4. For more information, contact **Mr. James P. Sabio, Project Development Officer-II**, through mobile number **0943-1340-994** or email at james.sabio@deped.gov.ph.
5. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of such services on account of age, school, gender, civil status, disability, religion, or other similar factors or personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this Memorandum is desired.

DANNIE CLARK M. UGUIL, CESE

Assistant Schools Division Superintendent
 OIC-Office of the Schools Division Superintendent



Enclosure : As stated
 Reference : Memorandum DM-OUOPS-2025-04-00865
 Allotment : N/A
 No. of Pages : 10
 To be indicated in the **Perpetual Index** under the following subjects:

SAFETY EDUCATION

CAMPAIGN

DRILLS

SCHOOLS

FN: jamespsabio/ DRRM/ SGOD



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2025- 04-00865

FOR : MINISTER, BASIC, HIGHER, AND TECHNICAL
EDUCATION, BARMM
ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL REGIONAL AND DIVISION DRRM COORDINATORS
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY
SCHOOL HEADS

THRU : **FELINO O. CASTRO V**
Director IV, Disaster Risk Reduction and Management Service

FROM : **DEXTER A. GALBAN**
Assistant Secretary for Operations
Office-in-Charge
Office of the Undersecretary for Operations

SUBJECT : **The CY 2025 Quarterly Nationwide Simultaneous Earthquake
Drill (NSED) Schedule**

DATE : February 10, 2025

Pursuant to the approved NDRRMC Memorandum No. 027, s. 2025 "Conduct of the CY 2025 Nationwide Simultaneous Earthquake Drill", all schools and DepEd offices are enjoined to participate in the conduct of quarterly Nationwide Simultaneous Earthquake Drill (NSED) with schedule as follows:

Quarter	Date	Time
1 st Quarter	March 13, 2025	02:00 PM
2 nd Quarter	June 19, 2025	09:00 AM
3 rd Quarter	September 11, 2025	02:00 PM
4 th Quarter	November 6, 2025*	09:00 AM

*In connection with the observance of the World Tsunami Awareness Day

Additionally, NDRRMC Memorandum No. 06, s. 2023 allowed the resumption of the conduct of traditional or in-person Nationwide Simultaneous Earthquake Drill since the beginning of the first quarter of 2023. Therefore, it is recommended to design and

implement other forms of exercises based on needs assessment, aside from evacuation drills, to scale up overall earthquake preparedness. Further, coordination with local government units (LGUs) and community stakeholders, post-drill review, coordinated assessment, and evaluation shall be conducted. This is to ensure effective implementation of contingency plans and improve future preparedness efforts.

To increase awareness and enhance preparedness for the impending threat of the inevitable occurrence of an earthquake, even amid the pandemic, the **Information, Education, and Communication (IEC) campaign in NSED using distant means should be continuously intensified**. A copy of NSED materials can be accessed through <https://bit.ly/DepEdNSED2025>.

After each drill, the DRRM Teams must review and update their earthquake contingency plans, integrating new operational strategies and lessons learned to identify gaps.

For the post-NSED activities, the self-evaluation and processing of the NSED within respective areas of jurisdiction are encouraged after the conduct of NSED. Proper documentation and post-activity evaluation of said drill are required. All field offices should ensure that the required reports are submitted on time, as indicated in Annex A. Also attached is the NDRRMC Memorandum No. 027, s. 2025 for reference.

For further information, you may contact the Disaster Risk Reduction and Management Service, 2nd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at drmo@deped.gov.ph.

For information and appropriate action.

[DRRMS/AAMS]



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	2 of 5



ANNEX A

Guidelines on the Quarterly Submission of the 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) Report

All DepEd Regional Offices, Schools Division Offices, and schools should thoroughly follow the guidelines below:

I. Schools- Based NSED

For Schools

1. The School DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B – Template 1**), to be signed by the School Head.
2. Guidelines on the photo and video documentation are in **Annex C**.
3. The signed form with attached photo and video documentation of NSED practices and initiatives shall be submitted to the respective Division DRRM Coordinators **not later than five (5) working days, after the schedule of the quarterly NSED**.

For Schools Division Offices

1. The Division DRRM Coordinators must consolidate NSED reports and pictures from School DRRM Coordinators (**Annex B – Template 3**).
2. Consolidated NSED reports and pictures from schools must be submitted by the Division DRRM Coordinators **to the DRRMS via email drmo@deped.gov.ph not later than fifteen (15) working days, after the schedule of the quarterly NSED**. Refer to the following table for the schedule of submission of the quarterly Division NSED report:

Date of Quarterly Conduct	Submission of Division Consolidated Report (School-Based NSED)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

3. Division DRRM Coordinators are requested to submit at least **five (5) best pictures** from their divisions. Soft copies are to be attached to their report.
4. Division DRRM Coordinators should use the naming convention below as subject line for emails:

1st Quarter NSED: [CY 2025 1QNSEd] Report_<Region-Name of SDO>

2nd Quarter NSED: [CY 2025 2QNSEd] Report_<Region-Name of SDO>

3rd Quarter NSED: [CY 2025 3QNSEd] Report_<Region-Name of SDO>

4th Quarter NSED: [CY 2025 4QNSEd] Report_<Region-Name of SDO>

Example: [CY 2025 1QNSD] Report_Region VIII-SDO Tacloban City

5. The cut-off time for all deadlines will be at 05:00 PM. The official number of schools participating in the NSD will be based on the consolidated NSD report signed by the Schools Division Superintendent (SDS) or authorized official from the division office to be submitted to DRRMS.

II. Office-Based NSD (Regional and Schools Division Offices)

1. All Regional Offices and Schools Division Offices are also enjoined to conduct quarterly NSD in their respective offices. The Regional/Division DRRM Coordinator shall accomplish the Monitoring and Reporting (M&R) Template (**Annex B – Template 2**), to be signed by the Regional Director/Schools Division Superintendent, respectively.
2. The Regional DRRM Coordinators must consolidate NSD reports and pictures from Schools Division Offices (**Annex B – Template 4**).
3. Consolidated NSD reports and pictures from the Division Offices must be submitted by the Regional DRRM Coordinators to the **DRRMS via email drmo@deped.gov.ph not later than fifteen (15) working days, after the schedule of the quarterly NSD.** Refer to the following table for the schedule of submission of the quarterly Division NSD report:

Date of Quarterly Conduct	Submission of Regional Consolidated Report (Office-Level NSD)
March 13, 2025	April 3, 2025
June 19, 2025	July 11, 2025
September 11, 2025	October 2, 2025
November 6, 2025	November 27, 2025

4. Regional DRRM Coordinators should use the naming convention below as subject line for emails:

1st Quarter NSD: [CY 2025 1QNSD] Report_<Name of Region>
2nd Quarter NSD: [CY 2025 2QNSD] Report_<Name of Region>
3rd Quarter NSD: [CY 2025 3QNSD] Report_<Name of Region>
4th Quarter NSD: [CY 2025 4QNSD] Report_<Name of Region>

Example: [CY 2025 1QNSD] Report_Region X

The DRRMS shall submit the national consolidated report (both School-Based and Office-Based NSD) to the Office of the Civil Defense through the Office of the Undersecretary for Operations.

ANNEX C

Guidelines on the Photo and Video Documentation of Quarterly Nationwide Simultaneous Earthquake Drill

The following guidelines is set for the photo and video documentation of the quarterly conduct of NSED in schools and DepEd offices:

1. Photo and video recordings of quarterly NSED conduct may be used in information and communication materials of the Department, as requested.
2. All materials should display adherence to minimum health protocols such as but not limited to, social distancing and wearing of face masks.
3. The following scenarios must be included in the documentation of the school:
 - a. Learners, personnel, and/or parents/guardians wearing personal protective equipment such as hard hats.
 - b. Learners, personnel, and/or parents/guardians doing the Duck, Cover, and Hold.
 - c. Conduct of coordination/preparatory meeting.
 - d. Actual conduct of the quarterly NSED.
4. The recommended minimum specifications are as follows:
 - a. Photo
 - i. File format: JPG or PNG
 - ii. Dimensions: 4:3 ratio or 16:9 ratio
 - iii. Orientation: Landscape
 - b. Video
 - i. File format: MP4 or MOV (with 1080p or 720p resolution)
 - ii. Dimensions: 1920px x 1080px (16:9)
 - iii. Orientation: Landscape
 - iv. Frame rate: 30fps or 60fps

ANNEX B



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REPORT ON THE CONDUCT OF
QUARTERY NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL
(QNSD)



DATE CONDUCTED:

TIME STARTED:

TIME ENDED:

REGION	
DIVISION	
NAME OF SCHOOL	

Pre-Drill	Yes	No	Remarks
With available Go Bags?			
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet, cellphone, two-way radio, etc.)?			
With sufficient space in school/classrooms to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRMO/BDRMCs?			
Conducted an orientation to learners and school personnel on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Conducted an orientation to parents on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Learners have accomplished the Family Earthquake Preparedness Homework?			
Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?			

Additional Remarks

Actual Drill	Yes	No
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		

Other sub-activities conducted (symposium, advocacy campaigns, etc)

No. of Personnel (Total Population)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
Grand Total		

No. of Personnel Participated (Participation Head Count)	Male	Female
No. of Teaching Personnel		
No. of Non-Teaching Personnel		
Grand Total		
No. of Learners (Total Population)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
Grand Total		
No. of Learners Participated (Participation Head Count)	Male	Female
No. of Learners (Excluding IP, Muslim and Learners with Disability)		
No. of IP Learners		
No. of Muslim Learners		
No. of Learners with Disability		
Grand Total		
Post-Drill	Yes	No
Conduct a review of the Contingency Plan?		
Additional Remarks		
Common issues and concerns encountered during the actual conduct of drill		
1		
2		
3		
4		
5 [Add additional item/s when necessary]		

Prepared by:

Noted by:

[School DRRM Coordinator]

[School Head]

Date:

Date:

ANNEX B



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REPORT ON THE CONDUCT OF
QUARTERY NATIONWIDE
SIMULTANEOUS EARTHQUAKE DRILL
(QNSD)



DATE CONDUCTED: _____
TIME STARTED: _____
TIME ENDED: _____

REGION	
DIVISION	

Pre-Drill	Yes	No	Remarks
With available Go Bags?			
With updated preparedness, evacuation, and response plans?			
With updated contingency plan?			
With available early warning system?			
With available emergency and rescue equipment?			
With available First Aid Kits?			
With available communication equipment (internet, cellphone, two-way radio, etc.)?			
With sufficient space in the office (SDO/RO) to conduct the "Duck, Cover, and Hold"			
Conducted coordination/preparatory meeting with LDRRMO/BDRRMCs?			
Conducted an orientation to personnel on earthquake preparedness measures and the conduct of earthquake and fire drills?			
Conducted alternative activities and/or Information, Education and Communication (IEC) campaigns on earthquake preparedness and fire prevention?			

Additional Remarks

Actual Drill	Yes	No
Conducted "DUCK, COVER, and HOLD"?		
Conducted evacuation drill?		

Other sub-activities conducted (symposium, advocacy campaigns, etc)

No. of Personnel Participated	Male	Female
No. of Personnel		
Grand Total		
Post-Drill	Yes	No
Conduct a review of the Contingency Plan?		
Additional Remarks		
Common issues and concerns encountered during the actual conduct of drill		
1		
2		
3		
4		
5 [Add additional item/s when necessary]		

Prepared by:

Noted by:

[Regional/Division DRRM Coordinator]

Date:

[Regional Director/Schools Division Superintendent]

Date: