



Republic of the Philippines  
 Department of Education  
 REGION VIII  
 SCHOOLS DIVISION OF NORTHERN SAMAR

February 21, 2025

**DIVISION MEMORANDUM**

No. 069, s. 2025

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

To: Education Program Supervisors  
 Public School District Supervisors  
 Public Elementary & Secondary School Heads  
 All Others Concerned

- Attached is Memorandum **DM-OUPS-2025-04-00865** from Dexter A. Galban, the Undersecretary for Operations dated February 10, 2025, **NDRMMC Memorandum No. 027, s. 2025**, requiring all offices across all levels of Department and Schools to participate in the conduct of the quarterly Nationwide Simultaneous Earthquake Drill (NSED) with the schedule as follows:

Quarter	Date	Time
First	March 13, 2025	2:00 PM
Second	June 19, 2025	9:00 AM
Third	September 11, 2025	2:00 PM
Fourth	November 06, 2025	9:00 AM

- Guidelines on the Quarterly Submission of the 2025 Quarterly Nationwide Simultaneous Earthquake Drills (NSED) report are as follows:
  - The school DRRM Coordinator shall accomplish the Monitoring and Reporting Template (Annex B – Template 1), **to be signed by the School Head;**
  - Guidelines on the photo and video documentation are in Annex C;
  - The signed form with attached photo and video documentation of NSED practices and initiatives shall be submitted to the respective Division DRRM Coordinator **not later than five (5) working days, after the schedule of the quarterly NSED.**
- For guidance and reference please see the attached Memorandum. For clarification and queries please contact Mr. Medardo D. Baylon III/ PDO II through 09606603612, and submit the vetted reports to DepEd, Division of Northern Samar, Social Mobilization & Networking Office or through [drmm.norte@deped.gov.ph](mailto:drmm.norte@deped.gov.ph)
- Immediate dissemination of and compliance with this Memorandum are desired.

**GAUDENCIO C. ALJIBE JR. PhD., CESO VI**  
 Schools Division Superintendent

DepEd Northern Samar

**RELEASED**



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By: RF  
 Date: 2-24-25



Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**  
**DM-OUOPS-2025-** *04-00865*

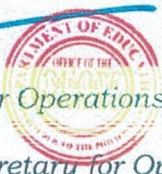
FOR : **MINISTER, BASIC, HIGHER, AND TECHNICAL EDUCATION, BARMM**  
**ALL REGIONAL DIRECTORS**  
**ALL SCHOOLS DIVISION SUPERINTENDENTS**  
**ALL REGIONAL AND DIVISION DRRM COORDINATORS**  
**ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS**

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

FROM : *[Signature]*  
**DEXTER A. GALBAN**  
*Assistant Secretary for Operations*  
*Officer-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 <sup>st</sup> Quarter	March 13, 2025	02:00 PM
2 <sup>nd</sup> Quarter	June 19, 2025	09:00 AM
3 <sup>rd</sup> Quarter	September 11, 2025	02:00 PM
4 <sup>th</sup> 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



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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, 2<sup>nd</sup> Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph).

For information and appropriate action.

[DRRMS/AAMS]

## 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 [drmmo@deped.gov.ph](mailto:drmmo@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:

1<sup>st</sup> Quarter NSED: [CY 2025 1QNSEED] Report\_<Region-Name of SDO>  
2<sup>nd</sup> Quarter NSED: [CY 2025 2QNSEED] Report\_<Region-Name of SDO>  
3<sup>rd</sup> Quarter NSED: [CY 2025 3QNSEED] Report\_<Region-Name of SDO>  
4<sup>th</sup> Quarter NSED: [CY 2025 4QNSEED] Report\_<Region-Name of SDO>

Example: [CY 2025 1QNSEED] Report\_Region VIII-SDO Tacloban City

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

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

- All Regional Offices and Schools Division Offices are also enjoined to conduct quarterly NSED 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.
- The Regional DRRM Coordinators must consolidate NSED reports and pictures from Schools Division Offices (**Annex B – Template 4**).
- Consolidated NSED reports and pictures from the Division Offices must be submitted by the Regional DRRM Coordinators to the **DRRMS via email [drmo@deped.gov.ph](mailto:drmo@deped.gov.ph) not later that 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 Regional Consolidated Report (Office-Level 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

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

1<sup>st</sup> Quarter NSED: [CY 2025 1QNSEED] Report\_<Name of Region>

2<sup>nd</sup> Quarter NSED: [CY 2025 2QNSEED] Report\_<Name of Region>

3<sup>rd</sup> Quarter NSED: [CY 2025 3QNSEED] Report\_<Name of Region>

4<sup>th</sup> Quarter NSED: [CY 2025 4QNSEED] Report\_<Name of Region>

Example: [CY 2025 1QNSEED] Report\_Region X

The DRRMS shall submit the national consolidated report (both School-Based and Office-Based NSED) 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:** \_\_\_\_\_

<b>REGION</b>	
<b>DIVISION</b>	
<b>NAME OF SCHOOL</b>	

<b>Pre-Drill</b>	<b>Yes</b>	<b>No</b>	<b>Remarks</b>
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 LDRRMO/BDRRMCs?			
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?			
<b>Additional Remarks</b>			
<b>Actual Drill</b>			
	<b>Yes</b>	<b>No</b>	
Conducted "DUCK, COVER, and HOLD"?			
Conducted evacuation drill?			
<b>Other sub-activities conducted (symposium, advocacy campaigns, etc)</b>			
<b>No. of Personnel (Total Population)</b>			
	<b>Male</b>	<b>Female</b>	
No. of Teaching Personnel			
No. of Non-Teaching Personnel			
<i>Grand Total</i>			

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

Prepared by:

Noted by:

\_\_\_\_\_  
[School DRRM Coordinator]

Date:

\_\_\_\_\_  
[School Head]

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:** \_\_\_\_\_

<b>REGION</b>	
<b>DIVISION</b>	

<b>Pre-Drill</b>	<b>Yes</b>	<b>No</b>	<b>Remarks</b>
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**

<b>Actual Drill</b>	<b>Yes</b>	<b>No</b>
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		
<i>Grand Total</i>		
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: