



Republic of the Philippines  
Department of Education



JUN 16 2006

DepED MEMORANDUM  
No. 221, s. 2006

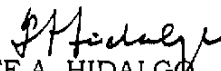
SUPPLEMENTAL GUIDELINES ON THE CONDUCT OF SIMULTANEOUS EARTHQUAKE  
DRILL IN PUBLIC AND PRIVATE SCHOOLS NATIONWIDE

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

1. In order to facilitate effective conduct of the activities related to the National Earthquake Drill on June 20, 2006 at 9:00 a.m., the following supplemental guidelines are hereby issued:

- a. The Earthquake Drill is part of the Four (4) Point Agenda being implemented by the National Disaster Coordinating Council (NDCC) on Disaster Mitigation and Preparedness particularly under the "Safe Ka Ba?" communications campaign in cooperation with the Department of Education, PHIVOLCS and the Local Government Units (LGUs) and other member agencies. Moreover, this is due to the fact that the country is situated within the "Ring of Fire" where most recorded earthquakes happen, and the presence of many identified earthquake generators like trenches and fault lines;
- b. All public and private schools are directed to join the earthquake drill in order to prepare the school populace and administrators for any occurrence of an earthquake. Schools may join by accomplishing the Checklist of Requirements (Enclosure No. 1) in preparation for the nationwide Earthquake Drill and submitting this to the Physical Facilities and Schools Engineering Division (PFSED) through fax nos. 638-71-10 and 633-72-63 on or before June 16, 2006. The accomplished checklist will serve as an indicator of the schools' preparedness in conducting the drill, save the schools in submitting voluminous data to PFSED and facilitate easy and fast way of joining the activity;
- c. Schools with internets may open PHIVOLCS website ([www.phivolcs.dost.gov.ph](http://www.phivolcs.dost.gov.ph)) for the Guidelines on How to Conduct an Earthquake Drill in Schools and two evaluation forms in order to evaluate: (a) the earthquake drill conducted by the school; and (b) the effectiveness of the guidelines;

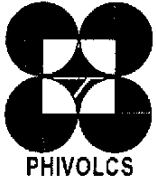
- d. Regional pilot/model schools listed in the enclosure of DepED Memorandum No. 205, s. 2006 are subject to validation of the Regional Disaster Coordinating Council (RDCC) and may be changed upon recommendation of the RDCC Director. Close coordination with the RDCC on the matter is required to ensure that model schools are ready for local media coverage. The agreed time for the national earthquake drill is at 9:00 a.m. which means that at exactly 9:00 in the morning, one minute siren will be sounded off by all participating schools indicating the start of the simultaneous earthquake drill nationwide.
  - e. Local evaluators from DepED, Local Disaster Coordinating Council (LDCC), and Local Government Units (LGUs) shall be designated (instead of evaluators coming from DepED Central Office, NDCC, DILG and PHIVOLCS) to see to it that the activity will be undertaken properly and that the guidelines are effective using Evaluation Forms A and B provided by PHIVOLCS. These evaluation forms must be sent after the Earthquake Drill on or not later than June 23, 2006 to PFSED through the above-stated fax numbers for consolidation and submission of reports to the Office of the President through the National Disaster Coordinating Council (NDCC), copy furnished the PHIVOLCS.
2. Immediate dissemination of this Memorandum to all concerned is desired.

  
FE A. HIDALGO  
Undersecretary  
Officer-in-Charge

Encls.: As stated  
Reference: DepED Memorandum: (No. 205, s. 2006)  
Allotment: 1—(D.O. 50-97)  
To be indicated in the Perpetual Index  
under the following subjects:

CALAMITY  
CHANGE

SAFETY EDUCATION  
SCHOOLS



(Enclosure No. 1 to DepED Memorandum No. **221** s., 2006.

**NATIONAL EARTHQUAKE DRILL 2006**  
**June 20, 2006 at 9:00 A.M.**

**CHECKLIST OF REQUIREMENTS\***  
**(To be filled up by the School Principal, Head Teacher or Teacher-in-Charge)**

**Direction:**

Please check in the appropriate space if the school has the following requirements in order to join the National Earthquake Drill on June 20, 2006 at 9:00 in the morning:

- School Site Development Plan;
- Organized Disaster/Calamity Control Group or a School Disaster Management Committee (SDMC) composed of several teams with specific tasks (e.g. First Aid Team, Site Security Team, Fire-Safety Team, Evacuation Team, Communications Team, with organizational chart and persons involved, their duties and functions;
- Hazards/Risks Assessment; and
- Emergency Preparedness Evacuation Route Plan.

SUBMITTED BY:

\_\_\_\_\_  
(Signature over Printed Name)

*\*Please send this back to the Physical Facilities and Schools Engineering Division (PFSED) through fax numbers (02) 633-72-63 and (02) 638-71-10 on or before June 16, 2006.*

**Earthquake Drill Evaluation Form A**

Date/Time: \_\_\_\_\_

Place of Drill: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Location during the drill: \_\_\_\_\_

1. Is the siren loud enough to be heard by all the drill participants?  
Yes / No      If 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  
If 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. Did the drill participants follow their designated routes to evacuation area?  
Yes / No      If NO, please elaborate \_\_\_\_\_
5. Did the drill participants (A) run, (B) walk casually or (C) walk faster than normal during the evacuation phase? Please specify A, B or C \_\_\_\_\_
6. Did the drill participants bring any first aid kit or any item noticeable during the evacuation phase? Yes / No      If Yes, please elaborate \_\_\_\_\_
7. Did the drill participants conduct the headcount during the headcount phase?  
Yes / No      If NO, please elaborate \_\_\_\_\_
8. Is the evacuation area big enough to accommodate the evacuees?  
Yes / No      If NO, please elaborate \_\_\_\_\_
9. Any other problem observed during the drill that might need to be addressed? Please elaborate \_\_\_\_\_
10. How long did it take for all the drill participants to vacate the building and time to reach the designated evacuation area. \_\_\_\_\_
11. Did the drill participants (A) stay in evacuation area, (B) move to other place, (C) went back to the building without instruction? Please specify A, B, or C \_\_\_\_\_
12. Observed number of drill participants (estimate will do) \_\_\_\_\_
13. Any untoward incident observed during the drill? \_\_\_\_\_

(Enclosure No. 3 to DepED Memorandum No. 221 s. 2006)

**EVALUATION FORM B**  
**Primer on "How to Conduct an Earthquake Drill in School"**

Dera Sir / Madam:

We would like to request you to evaluate the effectiveness of the PHIVOLCS primer on "How to Conduct an Earthquake Drill in School" in order to improve it further.

1. Are the instructions in the primer very clear? If not, why?

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2. Which part of the primer is difficult to implement and why?

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3. In order to improve future drills, which part of this primer needs improvement?

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4. What do you think would be the other form of media that this primer be best represented?  
Example: Poster , VCD, Comics, etc.

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Date/Time: \_\_\_\_\_

Place of Drill: \_\_\_\_\_

Drill Implementor: \_\_\_\_\_