



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

Tayo
PARA SA
EDUKASYON

BY: _____
NAME/SIGNATURE

10 MAY 2017

DIVISION MEMORANDUM NO. 149 SERIES OF 2017

To : **PUBLIC SCHOOLS DISTRICT SUPERVISORS
ELEMENTARY AND SECONDARY SCHOOL PRINCIPALS AND HEADS
ALL OTHERS CONCERNED**
This Division

From : **NATIVIDAD P. BAYUBAY, CESO VI**
Officer-In-Charge
Office of the Schools Division Superintendent

Subject: **HANGING OF THE DIVISION DRRM TARPAULIN**

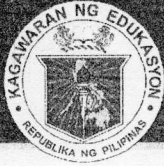
Date : **MAY 10, 2017**

You are all hereby reminded that all schools of the division are required to hang the Division DRRM tarpaulin (*enclosure 1*) to raise awareness among students and pupils, school personnel and education stakeholders for the school readiness to emergency and disaster.

You are thereby directed to hang the Brigada Eskwela banner together with the DRRM tarpaulin (*to be downloaded see www.depedzn.net*) in your respective schools for the above-mentioned purpose.

For guidance and compliance.

Encl: **A S S T A T E D**



**DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
DISASTER RISK REDUCTION AND MANAGEMENT**

ANGAT ANG LIGTAS!

SCHOOL SAFETY AND PREPAREDNESS GUIDE

I. SAFE LEARNING FACILITIES

- Facilitate the assessment of school electrical system to make necessary repairs and/or upgrades to prevent fire incident
- Install appropriate and available fire suppression equipment or resources such as fire suppression equipment or resources such as fire extinguishers, water source, and other indigenous materials.
- Repair minor classroom damages such as broken windows, doors, blackboards, roofs, etc.
- Secure cabinets and drawers and ensure that heavy objects are below head level.
- Make sure that corridors and pathways are unobstructed and that all sharp, protruding objects which may cause harm to students are removed.
- Post safety measures in laboratories and workshops.
- Cordon off and post safety signage for on-going construction, unfinished, damaged and condemned buildings.
- Prepare an evacuation/exit plan and directional signage on every floor of the building.
- Identify evacuation areas and classrooms that can be used as temporary shelters during disasters and emergencies.
- Clean and clear drainage to prevent clogging. Cover drainage canals and provide necessary warnings.
- Prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property.

II. SCHOOL DISASTER MANAGEMENT

- Post a directory of emergency contact numbers of relevant government agencies and offices, in various areas of the school.
- Establish early warning mechanisms and inform all students and personnel on this.
- Equip school with first aid kits, flashlights, megaphones, and other necessary supplies that may be needed in times of emergencies. Ensure that these items can be easily located and accessed.
- Secure vital school records and store in safe locations.
- Identify alternative sources and/or maintain supply of drinking water within the school.
- Ensure that students, teachers, and personnel have identification cards with relevant information.
- Create database of student and their family contact details.
- Document accidents experienced by students and personnel within the school to improve prevention and mitigation measures.
- Coordinate with barangay officials on pedestrian safety of students

III. DISASTER RISK REDUCTION IN EDUCATION

- Identify a storage area for safekeeping of vital school records, textbooks, teaching manuals, computers, and other school equipment.



(065) 212-5843



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