



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

**Office of the Schools Division
Superintendent**

APR 01 2022

DIVISION MEMORANDUM

NO. 117, s. 2022

SAFETY AND PREPAREDNESS MEASURES FOR SEMANA SANTA 2022

To: OIC-Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads

1. This office, through the Disaster Risk Reduction Management, enjoins all schools to observe Preparedness and Safety Measures during the observance of SEMANA SANTA. This is to ensure that properties, learning materials and vital school records are secured from any possible occurrence of hazards (fire, typhoon, flood)
2. Pursuant to DepEd Order No. 158, s 2015, all schools and offices are advised to do the following:
 - a. anchor the facilities built at ground level by guy wire to strengthen the stability of the structures;
 - b. store learning materials, modules, teachers' manual, vital records and equipment in a safe place, preferably on an elevate room to ensure protection from rain or flood;
 - c. turn off and unplug electrical equipment and appliances,
 - d. ensure that windows and doors are locked, specially the storage rooms to protect the schools and offices from burglary;
 - e. prepare the classrooms for possible use as evacuation centers and ensure that the staff in charge of the key are accessible;
 - f. prune trees to avoid entanglement from electrical wirings and avoid potential harm to life and property; and,
 - g. coordinate with parents living within the school vicinity for the monitoring of any situation concerning the school.
3. All are advised to keep updated on the weather condition for the proper exercise of precautionary measures.
4. All School DRRM Coordinators should maintain open communication with school officials for any needed assistance.



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5. School DRRM Coordinators shall submit an incident report should untoward incidents happen.
6. Immediate dissemination of and compliance with this Memorandum are desired.

NICASIO S. FRIO, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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