Memorandum

To: Public Schools District Supervisors
   Elementary/Secondary School Heads
   All concerned

From: NYMPH A. GUENO
   Assistant Schools Division Superintendent
   Officer-In-Charge

Subject: Family Earthquake Preparedness

Date: November 13, 2015

1. Pursuant to DepEd Order No. 27, s. 2015, all schools are required to conduct the Family Earthquake Preparedness with the following activities:
   a. All learners shall be required to accomplish the family earthquake preparedness homework (enclosure 1-4) with their families and submit it to their respective class advisers;
   b. All class advisers shall discuss each of the questions with the students along with their family’s responses to the homework using the guidance notes (enclosure 5) during homeroom sessions.
   c. All class advisers shall tabulate and summarize the answers on the family earthquake preparedness assessment questions and submit it to the school administration; and
   d. All School Heads shall present and discuss the results to the Parents-Teachers Association (PTA) and barangay officials for consideration in the school and community preparedness planning.

2. School Heads must immediately submit a completion report via text to the DepEd DRRM Central Office (0908-2630382/0911-5153138) following this format: School ID, Date of Completion, Name of School Head, Position (ex.101010,day,month,year,Cecille Peralta,PrincipalIV). Accomplishment report must also be submitted to the School Governance and Operation Division not later than December 4, 2015.

3. Immediate dissemination and strict compliance with this memorandum is directed.