



Department of Education
Region X-Northern Mindanao



DIVISION OF ILIGAN CITY

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DIVISION MEMORANDUM
NO. 45, s. 2016

TO : All District Supervisors / District In-Charge
All School Heads/In-Charge (Elementary/Secondary)
Schools DRRM Coordinator

FROM :  **RANDOLPH B. TORTOLA, CESO V**
Schools Division Superintendent 

DATE : February 25, 2016

SUBJECT : **Multi-Hazard Safety Drill Observance**

1. Reminding all Schools (*Elementary/Secondary*) to promptly and religiously comply with the mandated *Quarterly Conduct of Earthquake and Fire Safety Drill*; and to
2. Accordingly, submit to this Office the corresponding written reports at the end of every quarter except that for the last quarter it must be submitted on *December 16, 2016*;
3. Likewise reminding also of the following schedules of the above directives:
 - a. **MARCH** - *Fire Drill*
 - b. **JUNE** - *Earthquake Drill*
 - c. **SEPTEMBER** - *Fire Drill*
 - d. **DECEMBER** - *Earthquake Drill*
4. Furthermore, the written reports as stated in *paragraph 2* of this Memorandum must indicate the name and corresponding contact numbers together with the Email addresses of the *Schools DRRM Coordinator*. Any future written reports submitted to this Office in relation to DRRM should always be in the same latter format.
5. Strict observance of this Memorandum is hereby enjoined.