



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

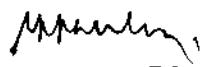
64 MAY 2021

DIVISION MEMORANDUM  
No. 298, s. 2021

**CONDUCT OF EVALUATION ON THE COMPREHENSIVE SCHOOL SAFETY,  
HEALTH AND SAFETY PROTOCOL IMPLEMENTATION**

To: Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
Public Schools District Supervisors / District-In-Charge  
District DRRM Coordinators/Alternates  
All Others Concerned

1. Attached is RM No. 0285, s. 2021, dated April 24, 2021, entitled, "**Conduct of Evaluation on the Comprehensive School Safety, Health and Safety Protocol, Implementation**".
2. The Schools Division of Negros Oriental through Disaster Risk Reduction and Management is disseminating this Regional Memorandum in order to determine the gaps and strategies in the implementation of the related programs, projects and activities in DRRM/CCA/EiE for a conducive and resilient learning environment.
3. To fast track, the evaluation and quick analysis of the result, the School DRRM teams are directed to encode their responses through the online form at <http://bit.ly/csstool2021>.
4. Should you have further clarification and/or inquiries, you may directly communicate through 09279651919 or email [joseph.gemina@deped.gov.ph](mailto:joseph.gemina@deped.gov.ph).
5. Newly designated School DRRM Coordinators are advised to coordinate closely with the District DRRM Coordinators and Alternates for technical assistance (TA).
6. For immediate dissemination and compliance.

  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
5/21/2021

SPF/APA-FCL-NLR /SGOD /RBP/jrg  
May 3, 2021



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Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

**Office of the Regional Director**

REGIONAL MEMORANDUM

No.           , s. 2021

**CONDUCT OF EVALUATION ON THE COMPREHENSIVE SCHOOL SAFETY,  
HEALTH AND SAFETY PROTOCOL IMPLEMENTATION**

To: Schools Division Superintendent  
Region and Division DRRM Coordinators

1. This Office would like to conduct evaluation on the Comprehensive School Safety, Health and Safety Protocol Implementation in order to determine the gaps and strategies the implementation of the related programs, projects and activities in DRRM/CCA/EiE for a conducive and resilient learning environment.
2. In view thereof, all Division DRRM Coordinators are requested to conduct evaluation using the attached consolidated comprehensive school safety (CSS), health and safety protocol monitoring tools within the respective area of responsibility (AOR).
3. To fast track, the evaluation and quick analysis of the result, School DRRM team are directed to encode their responses using the google forms provided.
4. The Division DRRM Coordinators are also requested to submit the following on/or before the next DRRM quarterly coordination meeting (tentatively on the third week of June):
  - a) Number of schools implemented the policy/protocol excellently ahead of time or the set schedule of implementation;
  - b) Number of schools implemented the policy/protocol *satisfactorily on time*;
  - c) Number of schools implemented the policy/protocol *fairly* and complied it *late* of the set schedule of implementation;
  - d) Number of schools implemented the policy/protocol poorly and complied it *very late* of the set schedule of implementation.
  - e) Number of schools failed to implement the DRRM policy/protocol in school.
5. Divisions who already conducted the evaluation using this template are no longer required to administer the tool.
6. Newly designated Division DRRM Coordinators are advised to coordinate closely with the Regional DRRM Coordinator for technical assistance (TA).


7. All expenses incurred during the conduct of the evaluation shall be chargeable to DRRM Planning, Monitoring and Evaluation downloaded funds subject to auditing rules and regulations.

8. For the details or clarifications, you may contact Mr. Ranilo L. Edar through his mobile numbers 09287941159/09062978498.

9. Immediate and wide dissemination on this Memorandum is desired.



**SALUSTIANO T. JIMENEZ JD, EDD, CESO V**

Director IV,   
Regional Director

**Department of Education  
Region VII, Central Visayas  
Sudlon, Lahug, Cebu City**

Name of School: \_\_\_\_\_

School Head: \_\_\_\_\_

Division: \_\_\_\_\_

**DISASTER RISK REDUCTION MANAGEMENT EVALUATION TOOL**

Assess your implementation on the different Disaster Risk Reduction Management protocols/policies in School. Please check the box that corresponds to your choice.

RATING SCALE	LEVEL OF IMPLEMENTATION	DESCRIPTION				
5	Very High	Has implemented the policy/protocol excellently ahead of time or the set schedule of implementation.				
4	High	Has implemented the policy/protocol <i>satisfactorily</i> on time.				
3	Moderate	Has implemented the policy/protocol <i>fairly</i> and complied it <i>late</i> of the set schedule of implementation.				
2	Low	Has implemented the policy/protocol <i>poorly</i> and complied it <i>very late</i> of the set schedule of implementation.				
1	Very Low	Failed to implement the DRRM policy/protocol in school.				
Performance Indicator		Rating Scale				
		5	4	3	2	1
1. The school has adopted/adapted/localized existing policies relating to DRRM in education/school.						
2. The school has designated School DRRM Focal Person.						
3. The school has formed and functional School DRRM Team, consisting of personnel from different offices, with defined membership and roles and responsibilities.						

4. Has a comprehensive School DRRM Plan, which includes CCA and EiE measures.					
5. Completed in covering risk assessment, risk reduction, and rehabilitation and recovery.					
6. The students participated in the planning process of the school-based DRRM.					
7. Integrated DRRM into School Improvement Plan (SIP).					
8. The school has complied the DRRM related questions in the EMIS/EBEIS.					
9. Regular DRRM activities are supported by school budget.					
10. Funding sources for interventions in the aftermath of disaster or emergency exist and can easily be tapped.					
11. The school had partnerships that could be tapped to support its DRRM programs and activities, including after those after disaster.					
12. Students participated in the conduct student-led school watching and hazard mapping (DO 23 s. 2015).					
13. Data collection and consolidation of programs and activities on DRRM, covering the 3 Pillars, to monitor results and impact exist.					
14. School buildings have been inventoried.					
15. School buildings have risk assessment.					
16. Unsafe school buildings were identified.					
17. Systems for monitoring and quality assurance of school buildings exists.					
18. Financial resources are allocated for completion of needed action to address unsafe school buildings within a specified period.					
19. Unsafe school buildings were given with appropriate action undertaken by the School Head (e.g. upgraded, retrofitted, non-usage, etc.).					

20. School has undertaken regular repair of minor classroom (including) damages.					
21. Roles and responsibilities for maintenance are defined, documented and assigned.					
22. School Head has allotted budget for routine maintenance of school facilities for safety and protect investments, with transparent monitoring oversight at the school level.					
23. School Head had pre-identified/prepositioned classroom that are expected to be used as temporary evacuations centers for disasters.					
24. School Head is clear with his/her roles and functions of the school in camp management vis-à-vis the LGU and DSWD as per Joint Memorandum Circular No. 1, s. 2013 " Guidelines on Evacuation enter Coordination and Management" and RA 10821 " Children's Emergency Relief and Protection Act" and its corresponding IRR.					
25. Guidance and regulations on safe school site are strictly followed.					
26. Guidance and regulations on resilient designed are strictly followed.					
27. Guidance and regulations on resilient construction are followed.					
28. New school site construction is monitored for compliance in safe school site selection (if any).					
29. New school site construction is monitored for compliance in safe school design (if any).					
30. New school site construction is monitored for compliance in safe school construction (if any).					
31. School has contingency plan on the existing hazards of the school campus/locality (vis-à-vis earthquake, typhoon, COVID-19, floods, arm conflict, flooding, landslide etc.).					

32. School has available, accessible, and adequate first aid kit in every instructional classroom.					
33. School has at least 2 necessary and functioning equipment, in case of a disaster (e.g. fire extinguisher, handheld /base radio, generator. Etc.).					
34. School has pre-identified spaces for putting up Temporary Learning spaces/Shelters in the aftermath of a disaster.					
35. School has ready resumption strategies and alternative delivery modes to ensure education continuity.					
36. Learners/students have completed the Family Earthquake Preparedness Plan; and school has reported completion to DepEd DRRM at the Central Office/Regional Office.					
37. School has established a school personnel tracking system/protocol in the event of a disaster.					
38. School personnel trained to administer first aid to students and personnel.					
39. School has psychosocial interventions for personnel and students.					
40. School DRRM Plan and SIP with DRRM integration are reviewed annually.					
41. School conducted Brigada Eskwela to ensure safety and preparedness measures are in place.					
42. Students, teachers parents and other stakeholders participated in Brigada Eskwela.					
43. School has established functional early warning system to inform students and personnel of hazards and emergencies (protocol, warning signs, devices, IEC), considering national and LGU warning systems and protocols.					
44. School conducted hazards-specific drill with participation of stakeholders (BFP,					

Medic, LGU's, NGOs, community, PTA, alumni, and others).					
45. The students participated in the drills.					
46. School has evacuation plan and procedures.					
47. School has a student-family reunification plan that is clearly disseminated to students, teachers and parents.					
48. School Head participated DRRM trainings from division or region or partners.					
49. School DRRM Team participated trainings from division or region or partners.					
50. School has conducted awareness and capacity building for families and learners.					
51. School participated in the different DRRM/CCA/EiE activities of the LGU.					
52. School take thermal scanning at the entrance/gate.					
53. Schools conducted regular pruning of trees(every 6 mos. especially near to the school buildings.					
54. School conducted fire safety inspection every year in coordination with Bureau of Fire (BFP).					
55. School has ample supply of alcohol , sodium hypochlorite or other disinfectants					
56. School has foot baths at strategic locations.					
57. School has COVID-19 triage area.					
58. School had isolation area.					
59. School required the daily health symptoms questionnaire to all personnel and stakeholders					
60. School submitted 100% accurateness of the report on/or before date of submission.					

Legend:      **Very High: 4.50 – 5.00 (90% - 100%)**  
**High: 3.5 – 4.49(70%-89%)**      **Average: 2.50 – 3.49(50% - 69%)**  
**Low: 1.50 – 2.49 (30 % - 49%)**      **Very Low: 0 – 1.49 (Below 30%)**