



**Republic of the Philippines**  
**Department of Education**  
**REGION III – CENTRAL LUZON**  
**SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY**  
**KAYPIAN ELEMENTARY SCHOOL**  
**BARANGAY KAYPIAN, CITY OF SAN JOSE DEL MONTE, BULACAN**

## ACTIVITY COMPLETION REPORT

### I. IDENTIFYING INFORMATION

<i>Name of Activity</i>	<b><i>National Simultaneous Earthquake Drill, 1<sup>st</sup> Quarter</i></b>
<i>School Project</i>	<i>School Disaster Risk Reduction Management</i>
<i>Project Proponent</i>	<i>School Disaster Risk Reduction Management Incident Command Team</i>
<i>No. of Participants</i>	<i>55 out of 70 Teachers, 2,606 out of 2,776 Pupils</i>
<i>Venue</i>	<i>Kaypian Elementary School</i>
<i>Date Accomplished</i>	<i>March 22, 2024</i>
<i>Expenditures</i>	<i>N/A</i>
<i>Source</i>	<i>N/A</i>
<i>Name of School Head</i>	<i>GINA B. YONQUE</i>
<i>Name of PSDS</i>	<i>TERESITA S. PADILLA</i>

### II. NARRATIVE REPORT

Kaypian Elementary School held its National Simultaneous Earthquake Drill in advance at 9:00 am and 3:00 pm last March 22, 2024, Friday.

The earthquake alarm siren sounded off at 9am and 3pm, getting the students to do the Duck-Cover-Hold procedure. The pupils leave their classroom via emergency exit into the evacuation area, followed by the teacher.

The Operations Manager called on the Communications Officer at the evacuation area to consolidate the pupil inventory in the tally sheet by grade level. It was reported that a pupil at the annex was injured; thus the simulation of rescue by males officers and application of first aid by female officers. The pupils waited in the evacuation area for about 15-20 minutes. The Operations Manager then cleared the pupils/learners and classrooms/buildings from hazard. Learners all proceeded back to their respective classrooms upon hearing that “all is clear.”

### III. PROBLEM/S ENCOUNTERED

A post-evaluation/conference was called by the Operations Manager to review the details of the drill.

The following areas were the areas requiring improvement:

- Grade 2 learners shouted/panicked upon hearing the alarm siren, and were on running mode instead of walking quietly towards the evacuation area.

- Class teachers were reminded to grab their first aid kit upon exiting to the evacuation site, and the pupils to get their go bags. The pupils were reminded that they have to exit in a female/male cue to facilitate the count at the evacuation center.

#### IV. OTHER INSIGHTS/RECOMMENDATION/S

First aid kits are no problem. The practical contents of the go bag was an issue, at what is considered practical varies from teachers to teacher and pupils capacity to comply to quarterly requirement. The SDRRM must release a mandatory list of what should be included in the go bag, irrespective of teacher and pupils disposition.

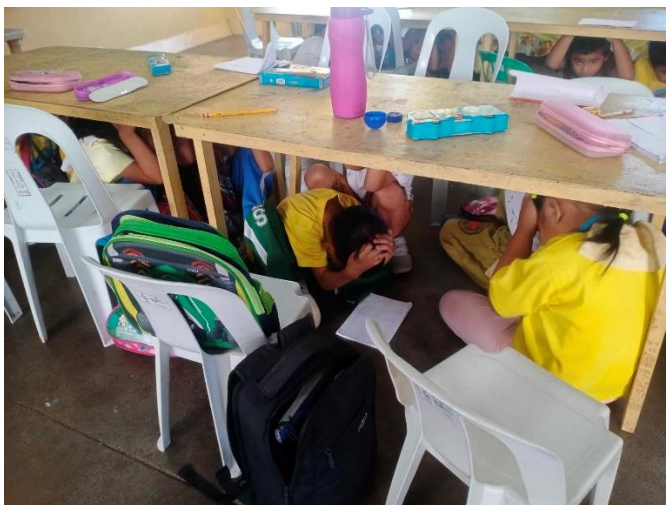
#### V. ATTACHMENTS

- SDRRM Action Plan
- SDRRM Incident Command Team
- SDRRM Evacuation Plan

#### VI. DOCUMENTATION

##### Main Building 9am Session

(Duck-Cover-Hold, Emergency Exit, and Evacuation Area)





**Main Building  
3pm Session  
(Emergency Exit and Evacuation Center)**





**Annex Building  
(9am Session)**  
(Duck-Cover-Hold, Emergency Exit, and Evacuation Area)





**Annex Building  
(3pm Session)**  
(Emergency Exit and Return to Class/Building)



SIMULATED RESCUE AND FIRST AID APPLICATION TO INJURED PUPIL







POST-DRILL EVALUATION/CONFERENCE

