



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

17 JUL 2026

DIVISION MEMORANDUM

No. **304** s. 2026

CONDUCT OF SCHOOL LOCKDOWN DRILL

To: Assistant Schools Division Superintendent
OIC-Office of the Chief Education Supervisors
Public Schools District Supervisors/OIC of the Districts
Heads of Public Elementary, Secondary and Integrated Schools
District DRRM Coordinators
All Others Concerned

1. Recent incidents involving active threat/ active shooting situations in schools have underscored the urgent need to capacitate and equip learners and school personnel with knowledge, skills and preparedness necessary to respond effectively to these emergencies. As such, it is imperative that schools must conduct hazard specific drills more specifically, lockdown drill to enhance preparedness, coordination and response mechanism to ensure the security and safety.
2. Anent this, all schools are required to perform the School Lockdown Drill on the date of their choice either from July 20-24 or July 27-31, 2026. School DRRM Teams are requested to coordinate with the community stakeholders and responders in the conduct of the said drill.
3. Further, after the conduct thereof, School DRRM Coordinators are instructed to accomplish the Active Threat/Active Shooter Drill Evaluation Form thru <https://tinyurl.com/ActiveThreatDrillEvaluation>.
4. Immediate dissemination of this memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

DRILLS