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

DIVISION MEMORANDUM
No. 592 s. 2026

10 NOV 2026

INSTITUTIONALIZATION OF THE SCHOOL SAFETY DRILL

To: OIC-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. Relative to Regional Memorandum No. 1068, S. 2026 titled Institutionalization of School Safety Drill dated October 14, 2026, schools are encouraged to continuously strengthen a culture of safety and preparedness and enhance the response capacities of learners and school personnel by conducting monthly Safety Drill. For the month of November, schools shall conduct their respective School Safety Drill on any date of their choice without disrupting the institutional block and taking into consideration the schools established alternative delivery mode. School DRRM Teams are enjoined to coordinate with community stakeholders and emergency response agencies such as the PNP, LGU, Local DRRMOs and observing the following reminders:

a) conduct a pre-drill c oordination meeting with the concerned stakeholders and emergency responders;
b) present School Contingency Plan for Active Threat/Active Shooting during the pre-drill meeting;
c) coordinate with the PNP for the conduct of safety awareness and information dissemination;
d) no Simulation shall be conducted. The activity shall focus on awareness, orientation, familiarization with emergency procedures. and ;
e) observe the DO NO HARM principle, prioritizing the safety, welfare and well-being of learners and school personnel.

2. School DRRM Coordinators are instructed to accomplish the School Safety Drill Evaluation Form thru *https://tinyurl.com/SafetyDrill2026Nov*.

3. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:
DRILLS

Address: Banica, Roxas City
Contact Number: (036) 620 2371
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Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

OCT 14 2026

REGIONAL MEMORANDUM
No. 1068, s. 2026

INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL

To: All Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum OM-OUGOPS-2026 from **Hon. Malcolm S. Garma, Undersecretary for Governance and Operations**, dated October 12, 2026 regarding the **Institutionalization of School Safety Drill,** which is self-explanatory.

2. Relative to the observance of the National School Safety Week from October 12-16, 2026, all schools shall conduct the safety drill starting October 14 until October 16, 2026 in coordination with the relevant stakeholders to serve as assessors.

3. The schools, with the assistance of their respective Schools Division Offices, shall ensure that the conduct of the drill shall not involve hyper realistic scenario to protect the psychological and emotional well-being of the learners but rather emphasize on the workability of the School Contingency Plan.

4. Immediate dissemination of and compliance with this Memorandum are desired.

CRISTITO A. ECO, CESO III
Regional Director

Encl.: As stated
Reference: Memorandum
To be indicated in the Perpetual Index
under the following subjects:
CALAMITY
CELEBRATIONS
SCHOOLS
REPORTS

RJL/ESSD-RM
105/October 13, 2026

Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM:
OM-OUGOPS-2026-

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS

FROM : **MALCOLM S. GARMA**
Undersecretary
Office of the Undersecretary for Governance and Operations

SUBJECT : **INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**

DATE : October 12, 2026

As part of the observance of School Safety Week, a school safety drill will be conducted at Bangkal National High School, City of Makati, on Wednesday, October 14, 2026, at 3:00 p.m. The activity will be live-streamed to provide schools with a practical demonstration of emergency preparedness and response procedures that may serve as a reference in strengthening their respective school safety mechanisms.

All public schools are encouraged to conduct their respective age appropriate and trauma-informed safety drills on the same date, focusing on addressing the gaps and weaknesses identified during the National Safety Drill conducted on September 3, 2026. Schools shall use their respective drill observations, evaluations, and documented findings to identify priority areas for improvement, including evacuation procedures, learner accountability, communication, and coordination with emergency responders, as applicable.

To continuously improve school safety mechanisms, all public schools shall conduct monthly safety drills beginning November 2026, with each drill highlighting a different threat or emergency scenario based on the school's risk assessment and identified vulnerabilities identified in their contingency plans. The schedule of monthly drills shall be agreed upon by school authorities and relevant stakeholders and, as much as practicable, arranged to minimize disruptions to classes and other essential school activities without compromising the effectiveness of the drills.

Each drill shall be treated as part of a continuous improvement cycle:

Assess – Review school-level risks and findings from previous drills.
Drill – Practice a selected threat or emergency scenario.
Evaluate – Document observed gaps and lessons learned.
Improve – Implement corrective actions and assess progress during the next drill.

Schools are encouraged to maintain appropriate records of these steps to support follow-through and continuous improvement.

Regional Directors and Schools Division Superintendents are directed to provide technical assistance (TA) and guidance in the conduct of monthly safety drills, including support for the assessment of school-level preparedness, documentation of lessons learned, and identification of appropriate corrective measures.

For immediate dissemination.