



Republic of the Philippines

Department of Education
REGION III- CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

October 15, 2025

SCHOOLS DIVISION MEMORANDUM

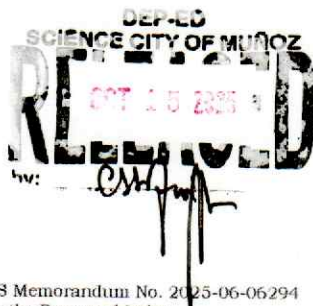
No. 318,

s. 2025

RISK ASSESSMENT OF SCHOOLS FOR EARTHQUAKE PREPAREDNESS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. Relative to OUOPS Memorandum No. 2025-06-06294 entitled *Reiteration of Earthquake Preparedness and Response Protocols to all DepEd Schools*, this Office, together with the personnel from Local Government Unit (LGU) will conduct risk assessment to all schools from October 20-November 7, 2025.
2. This aims to assess the earthquake preparedness and response measures of all schools.
3. Attached is the schedule of assessment and the monitoring tool to be used.
4. For more information, all concerned may contact the Disaster Risk Reduction Management (DRRM) Division Coordinator through cellphone no. 0916-4950-559 or email address: rosan.ariston@deped.gov.ph.
5. Immediate and strict compliance of this Memorandum is desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: As stated
Reference: OUOPS Memorandum No. 2025-06-06294
To be indicated in the Perpetual Index
Under the following subjects:

EARTHQUAKE PREPAREDNESS

REA Risk Assessment of Schools
021/October 15, 2025



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Enclosure No. 1 to Schools Division Memorandum No. **318**, s. 2025

SCHEDULE OF ASSESSMENT

October 20	October 28	November 4
MNHS Main JHS	Inday Melencio NHS	Bagong Sikat ES
Science City of Muñoz SHS	Catalanacan ES	Cabisuculan ES
October 22	Maligaya IS	Franza ES
Maragol IS	Palusapis IS-ES	November 5
Magtanggol IS	October 29	Sapang Cauayan ES
Bantug ES	DepEd CLSU-Elem Lab.	Villa Cuizon ES
October 23	Licaong ES	Villa Nati ES
Muñoz Central School	Maligaya IS	November 6
Muñoz North Central School	October 30	Tekila Grace DV Alvarez PS
October 24	Villa Isla ES	Gov Eduardo L. Joson MS
Linglingay ES	Mangandingay ES	Curva IS
MNHS Annex	Rizal ES	Naglabrahan PS
Villa Santos ES	San Andres ES	November 7
October 27	November 3	Calabalabaan ES
Gabaldon IS	Bical ES	Calisitan ES
Ricardo Viola Adriano ES	Mapangpang ES	Pandalla ES
San Antonio IS	Rang-ayan ES	
	San Felipe ES	



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Enclosure No. 2 to Schools Division Memorandum No. 318 s. 2025

LIST OF DRRM CORE GROUP

AGENCY	NAME
DepEd	Dr. Johanna N. Gervacio
DepEd	Mr. Ronilo E. Hilario
DepEd	Dr. Bernardo A. Gargabite
DepEd	Ms. Winnie W. Poli
DepEd	Ms. Rosan E. Ariston
DepEd	Engr. Alvin D. Tangonan
DepEd	Dra. Marianne C. Coronel
DepEd	Engr. Marlon V. Siminig
DepEd	Engr. April W. Poli
LGU-CDRRMO	Engr. Randy Baldedara
LGU-City Engineering Office	Engr. Armando E. Miranda
LGU-BFP	FCInsp Julius Cesar L Dejos



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Enclosure No. 3 to Schools Division Memorandum No. 319, s. 2025

SCHOOL PREPAREDNESS ASSESSMENT CHECKLIST

Description	Response
Name of School	_____
School ID	_____
School Head	_____
Date	_____

Item	Indicator	Status Yes / No / N/A	Remarks
1	EQ Family Preparedness Plan	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Family Reunification Plan	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Contingency Plan	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Learning and Service Continuity Plan	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Availability of DRRM Equipment	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Posting of IEC through group chats/Facebook page	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
7	Allocation of 5% for DRRM PPAs in School MOOE	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	



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RAPID EARTHQUAKE PREPAREDNESS ASSESSMENT CHECKLIST (FOR BUILDINGS)

1. General Building Information

Description	Response
Building #	
Building Name / ID	
Building Usage (Classroom, Lab or Faculty)	
Year Built	
Number of Classroom	
Structural System (Steel, Concrete, wood)	

2. Structural Integrity Checklist

Item	Indicator	Status Yes / No / N/A	Remarks
1	Roofing accessories are installed properly		
	a. Roofing sheets	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	b. Ridge Roll	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	c. Flashing	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	d. Gutter	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	e. Fascia Boards	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	The truss has been correctly installed		
	a. Trusses	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	b. Purlins	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	No major cracks or visible damage on beams/columns/walls/ Flooring	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	a. No signs of cracking in the beam	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	b. No signs of cracking in the columns	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	c. No signs of cracking in the walls	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	d. No signs of cracking in the flooring	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Stair assembly meets structural and safety requirements	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Hallways and corridors are free of obstructions and meet safety requirements	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Foundation shows no signs of failure or settlement	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
7	Conduct structural retrofitting or repair in last 5 years	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	



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3. Non-Structural Hazards

Item	Indicator	Status Yes / No / N/A	Remarks
1	Overhead structure exhibits no signs of distress or failure	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	a. Exterior Ceiling framing and sheathing exhibit no signs of deterioration or instability.	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	b. Interior Ceiling framing and sheathing exhibit no signs of deterioration or instability.	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Doors are properly installed and securely fixed in place.	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Windows are correctly installed and structurally secure	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Suspended ceilings/light fixtures securely braced	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Heavy objects and tall furniture are anchored	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Interior partition walls are reinforced	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
7	Emergency exit routes are free of obstruction	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	

4. Lifelines & Utilities

Item	Indicator	Status Yes / No / N/A	Remarks
1	Main electrical panel is accessible and labeled	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Gas lines have flexible connectors	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Water tanks are properly anchored	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Fire hose systems are properly mounted and function as intended	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Generator (if present) is functional	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Backup water supply exists	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	Emergency Systems & Preparedness		
1	Earthquake Evacuation Plan is available and posted	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Proper procedure on the conduct of drill	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Emergency lighting is operational	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Emergency exit signs are visible and easy to see	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Fire extinguishers are available and inspected	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	First aid kits are stocked and accessible	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
7	Emergency contact numbers are posted	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
8	School has identified area for Temporary Learning Space	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
9	Presence of safe evacuation area	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	



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RAPID EARTHQUAKE PREPAREDNESS ASSESSMENT CHECKLIST
(PER CLASSROOM)

Classroom Information

Description	Response
Building #	_____
Classroom #	_____
Classroom Usage (Classroom, Lab or Faculty)	_____
Structural System (Steel, Concrete, wood)	_____

Room Inspection Checklist

Item	Indicator	Status Yes / No / N/A	Comments
Classroom Facilities			
1	Doors and locks are secure and function properly.	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Windows are correctly installed and structurally secure	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Interior Ceiling framing and sheathing exhibit no signs of deterioration or instability.	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Suspended ceilings/light fixtures securely braced	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Heavy objects and tall furniture are anchored	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Interior partition walls are reinforced	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
7	Main electrical panel is accessible and labeled	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
Emergency Preparedness			
1	Emergency exit routes are free of obstruction	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
	Two doors (entry/exit)	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Earthquake Evacuation Plan, Emergency contact numbers are available and posted	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Proper procedure on the conduct of drill	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Emergency lighting and exit signs are operational/visible	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Fire extinguishers are available and inspected	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
6	Availability of hard hat or improvised head protection	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
Health Preparedness			
1	Availability of first aid kit and Go Bag	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
2	Available trained personnel for first aider	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
3	Available trained personnel for Psychological First Aid /PSA	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
4	Fully functional clinic with PPE with first line medicines and basic medical equipment	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	
5	Availability of hygiene and sanitation supplies	<input type="checkbox"/> - <input type="checkbox"/> - <input type="checkbox"/>	