



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

OCT 19 2026

MEMORANDUM

INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public and Private Elementary and Secondary School Principals / OICs
All Others Concerned

1. Attached is Memorandum OM-OUGOPS-2026, from Usec. Malcom S. Garma, Undersecretary for Governance and Operations, dated October 12, 2026, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Relative to this, all schools are encouraged to maintain appropriate records of these steps to support continuous improvement.
3. Immediate and wide dissemination of this Memorandum is desired.

For:

VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

By:


MA. REGAELE A. OLARTE (SGOD)
Chief Education Supervisor
Officer-in-Charge

Encl.: As stated

References: As stated

To be indicated in the Perpetual Index
Under the following subjects:

SAFETY EDUCATION COMMUNICATIONS

ELK/DM/INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL

437 /October 19, 2026

UN-2026-437



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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.



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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.



Outlook

[MEMORANDUM] Institutionalization of School Safety Drill**From** Publications Division <pas.pd@deped.gov.ph>**Date** Tue 10/13/2026 2:25 PM

To DEPED I ILOCOS REGION <region1@deped.gov.ph>; DEPED II CAGAYAN VALLEY <region2@deped.gov.ph>; DEPED III CENTRAL LUZON <region3@deped.gov.ph>; DEPED REGION IV-A CALABARZON <region4a@deped.gov.ph>; MIMAROPA REGION <mimaropa.region@deped.gov.ph>; DEPED V BICOL REGION <region5@deped.gov.ph>; DepEd VI Western Visayas <region6@deped.gov.ph>; Negros Island Region (NIR) <nir@deped.gov.ph>; DepEd Region VII Central Visayas <region7@deped.gov.ph>; REGION VIII EASTERN VISAYAS <region8@deped.gov.ph>; DEPED IX ZAMBOANGA PENINSULA <region9@deped.gov.ph>; DEPED X NORTHERN MINDANAO <region10@deped.gov.ph>; DEPED XI DAVAO REGION <region11@deped.gov.ph>; DEPED XII SOCCSKSARGEN <region12@deped.gov.ph>; DEPED REGION XIII CARAGA <caraga@deped.gov.ph>; DEPED CORDILLERA ADMINISTRATIVE REGION <car@deped.gov.ph>; DEPED NATIONAL CAPITAL REGION <ncr@deped.gov.ph>; PAU NCR <pau.ncr@deped.gov.ph>; DEPED TARLAC <tarlac@deped.gov.ph>; DEPED MUNOZ SCIENCE CITY <munozone.science.city@deped.gov.ph>

Cc Office of the Undersecretary for Operations <ouops@deped.gov.ph>

1 attachment (1,011 KB)

[MEMORANDUM] Institutionalization of School Safety Drill_r.pdf;

Dear All,

For the information of all concerned, this Office respectfully transmits the attached **Memorandum** titled **Institutionalization of School Safety Drill**, dated October 12, 2026.

For your guidance and appropriate action.

Thank you.

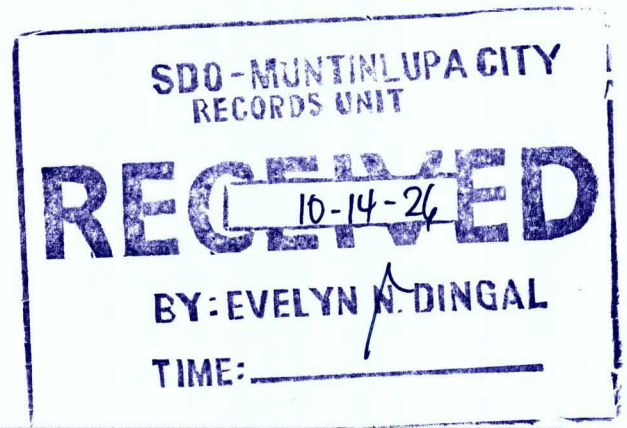
Kind regards,

Publications Division /igg

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