



Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



January 8, 2015

DIVISION MEMORANDUM

No. 010 s. 2015

**NDRRMC NATIONAL DISASTER RESPONSE PLAN (NDRP)
FOR HYDRO-METEOROLOGICAL HAZARDS**

To: Assistant Superintendent
Education Supervisors/ Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. Attached is DepEd Memorandum No. 140, series of 2014 entitled, **NDRRMC National Disaster Response Plan (NDRP) for Hydro-meteorological hazards.**
2. Immediate dissemination of this Memorandum is desired.

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Schools Division Superintendent

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Republic of the Philippines
Department of Education

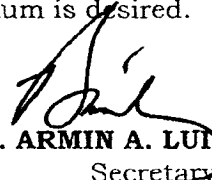
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DepEd MEMORANDUM
No. **140**, s. 2014

**NDRRMC NATIONAL DISASTER RESPONSE PLAN (NDRP)
FOR HYDRO-METEOROLOGICAL HAZARDS**

To : Bureau Directors
Regional Secretary, ARMM
Regional Directors
Schools Division Superintendents
Heads, Public Elementary and Secondary Schools

1. For the information and guidance of all concerned, the National Disaster Risk Reduction Management Council (NDRRMC) has issued Memorandum Circular No. 23, s. 2014 entitled **NDRRMC National Disaster Response Plan (NDRP) for Hydro-Meteorological Hazards** which seeks to increase the capacity of its member-agencies to respond during disasters and emergencies.
2. Hydro-meteorological hazards include tropical cyclone, flood, storm surge, tornado, and landslides due to strong rains (NDRP, 2014, p.7).
3. This Plan, as the first in the series of a multi-hazards NDRP, specifies relevant activities on disaster response, roles and responsibilities of member-agencies and/or organizations on preparedness as well as their functions during disaster and emergency phase.
4. The Plan further adapts the *Cluster Approach System* instituted by NDRRMC formerly known as the National Disaster Coordinating Council (NDCC) wherein the Department of Education (DepEd) leads the Education Cluster.
5. The responsibilities and functions of the DepEd mentioned herein should also be delivered by the Department's field offices as members of their respective Local Disaster Risk Reduction and Management Councils (LDRRMCs).
6. In view of this, DepEd officials as members of their respective LDRRMCs are enjoined to implement identified preparedness measures contained herein towards the realization of an effective and responsive disaster and emergency response.
7. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

Encl.:

As stated

Reference:

N o n e

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

CALAMITY
OFFICIALS
SAFETY EDUCATION
SCHOOLS
TEACHERS

R:Alma/ DM NDRRMC National Disaster Response
0749-November 5, 2014

CLUSTER F: Education Cluster Operations Protocol

Copy Number:

Issuing Agency: National Disaster Risk Reduction and Management Council

Place of Issue: Camp General Emilio Aguinaldo, Quezon City

Date of Issue:

Integrated Plan: National Disaster Response Plan

1. RATIONALE

The occurrence of tropical cyclones and flooding has significant effects to the education sector. Suspension of classes, as an immediate and initial response, is announced to prevent exposure of learners to the impact of flooding and typhoons. The Education Cluster is one of the clusters responding to the needs of affected population and areas during hydro-met disasters. The safety of students and personnel during hydro-meteorological hazards, with or without early warning, is the top priority of the Education Cluster.

2. OBJECTIVE

The Education Cluster aims to ensure safety of learners and Department of Education (DepEd) personnel. It also aims to provide continued access to quality education to all affected learners. Specifically, the cluster will:

- a) Prepare DepEd field offices and schools by issuing alerts and warnings based on weather bulletins and local issuances;
- b) Conduct impact and needs assessment on affected teaching and non-teaching personnel, learners, and educational properties;
- c) Provide the required temporary learning spaces, teaching materials, and learning materials to allow for resumption of classes and education service delivery;
- d) Coordinate the provision of psycho-social support and services to both learners and DepEd personnel with concerned agencies; and
- e) Mobilize resources to facilitate delivery of other relevant assistance to affected teaching and non-teaching personnel.

3. CONCEPT OF OPERATIONS

DepEd issues relevant alerts and advisories to its field offices and cluster members after initial appraisal of the disaster's scope and impact, including its imminent threat to life and safety and disruption of education services. All members inform their respective field personnel assigned in the region to conduct initial/rapid assessment of the affected school and learners.

DepEd coordinates the conduct of needs assessments with member agencies and organizations to avoid duplication of data and optimize the available human resource on the ground. The DepEd Disaster Risk Reduction and Management Office (DRRMO) is tasked to consolidate the assessment results and submit to

DepEd Management for clearance. Upon approval, the DRRMO disseminates the assessment results to NDRRMC, cluster members, and concerned government agencies.

DepEd then activates its Emergency Operations Center (EOC) at the appropriate level. The EOC maintains coordination with and among agencies, especially LDRRMC. The respective district coordinators, division superintendents, and regional directors ensure that all needs related to emergency education services are addressed.

DepEd focal persons continuously collect information on the needs of the different schools under their respective areas, and indicate the interventions being provided.

DepEd focal persons also facilitate the requests for assistance based on assessment results. All requests from the field are augmented by the next higher level office of DepEd and partner organizations. Requests that are beyond the capacity of the Education Cluster are recommended for appeal for international assistance.

The Education Cluster conducts post-disaster assessment to identify good practices and areas for improvement as it sees fit.

The following are the key players and actors in the implementation of this concept:

A. Cluster Lead Agency

Department of Education (DepEd) through the Disaster Risk Reduction and Management Office (DRRMO) will lead the coordinating functions of the Cluster. Specifically, DepEd will do the following for each Disaster Phase:

i. Pre-Disaster Phase

1. Issue initial alerts and warnings as projected by relevant agencies (DOST, PAGASA, NDRRMC) to Field Offices and Education Cluster Members.
2. Prepare baseline reports of projected affected areas (e.g. enrolment, classrooms, and personnel)
3. Reinforce alerts issued to DepEd field offices and education cluster members as may be appropriate upon advice made by NDRRMC.
4. Enforce the strict implementation of school safety and preparedness protocols, such as ensuring protection of DepEd property.
5. Provide advisory on preemptive evacuation, if necessary.
6. Project the possible impact of the impending threat to the following: safety of learners and DepEd personnel, destruction of properties, and disruption of educational services.
7. Adhere to the policies on suspension of classes based on EO 66 (s. 2012). If learners and DepEd personnel are already in school upon suspension, DepEd should consider their safety before allowing them to leave the school premises.
8. Prepare possible activation of EOCs.
9. Convene the Education Cluster for response planning and pre-positioning.

ii. During Disaster Phase

1. Activate DepEd EOC at concerned levels.
2. Convene the Education Cluster
3. Closely coordinate with relevant government agencies (NDRRMC, OCD, PAGASA, DOST, DSWD, DOH, among others)
4. Track DepEd key officials and personnel.
5. Monitor the status of office operations in affected divisions and regions.
6. Disseminate report of actual path of disaster to the Education Cluster and DepEd field offices.
7. Gather data on impact to education and generate reports, such as situation reports and advisories.

8. Submit reports to DepEd Management for clearance.
9. Disseminate situation reports to NDRRMC, Inter-Cluster, Education Cluster, and Field Offices affected.
10. Monitor possible escalation of situation that may aggravate impact on learners, personnel, and properties.
11. Prepare for the deployment/provision of resources (i.e. personnel, learning materials, support for TLS, psychosocial services)

iii. Post Disaster Phase

1. Conduct continuous Post-Disaster Needs Assessment (PDNA) in coordination with other cluster members.
2. Continuous tracking of DepEd personnel and students
3. Establish temporary learning spaces in affected schools and schools used as evacuation centers
4. Monitor the availability of temporary learning spaces in other evacuation centers
5. Mobilize appropriate educational interventions such as, but not limited to, the following:
 - i. Psycho-social support and services
 - ii. Teaching and learning materials
 - iii. Conduct of life skill education and alternative delivery modes
 - iv. School clean-up
 - v. Emergency feeding programs
 - vi. Minor repairs of school facilities
 - vii. Life-saving supplies for education (health, nutrition, protection)
6. Mobilize and facilitate appropriate personnel assistance.
7. Conduct Education Cluster meetings.
8. Initiate the issuance of appeal for international assistance, if necessary.

B. Cluster Member Agencies and Organizations

a) Cluster co-leads: Save the Children and UNICEF

1. Pre-Disaster Phase

1. Assist the Lead Agency in communicating alerts and warnings to DepEd field offices and schools
2. Pre-position resources for the projected impact to schools
3. Participate in Education Cluster meetings

2. During Disaster Phase

1. Assist in the tracking of DepEd key officials and personnel and monitoring of field office and school operations
2. Participate in Education Cluster meetings
3. Share monitoring and assessment result at the cluster level

3. Post Disaster Phase

1. Coordinate with the Lead Agency on the conduct of PDNA
2. Participate in Education Cluster meetings.
3. Assist in the continuous tracking of DepEd personnel and students.
4. Assist the establishment of temporary learning spaces
5. Mobilize and support appropriate educational interventions such as, but not limited to, the following:
 - i. Psychosocial support and services
 - ii. Teaching and learning materials
 - iii. Conduct of life skill education and alternative delivery modes
 - iv. School clean-up
 - v. Emergency feeding programs
 - vi. Minor repairs of school facilities
 - vii. Life-saving supplies for education (health, nutrition, protection)
6. Support the Lead Agency's appeal for international assistance

b) Local and International Non-Government Organizations (I/INGOs) and Civil Society Organizations (CSOs)**i. Pre-Disaster Phase**

1. Assist in the dissemination of warnings and alerts projected by the relevant agencies (DOST, PAGASA, NDRRMC)
2. Assist schools in implementing safety and preparedness protocols
3. Monitor the enforcement of class suspension and preemptive evacuation, if necessary.
4. Pre-positioning of resources for the projected impact to schools.
5. Participate in Education Cluster meetings, national and/or local
6. Assist local DepEd offices and schools in coordinating with LGUs

ii. During Disaster Phase

1. Support the operations of Field EOC.
2. Assist in the tracking of DepEd key officials and personnel
3. Assist in the monitoring of needs and damages
4. Share monitoring results to the Lead Agency
5. Participate in Education Cluster meetings, national and/or local

iii. Post Disaster Phase

1. Coordinate the conduct of PDNA to the Lead Agency.
2. Assist in the continuous tracking of DepEd personnel and students.
3. Assist the establishment of temporary learning spaces

4. Mobilize appropriate educational interventions such as, but not limited to, the following:
 - i. Psycho-social support and services
 - ii. Teaching and learning materials
 - iii. Conduct of life skill education and alternative delivery modes
 - iv. School clean-up
 - v. Emergency feeding programs
 - vi. Minor repairs of school facilities
 - vii. Life-saving supplies for education (health, nutrition, protection)
5. Participate in Education Cluster meetings, national and/or local

c) Private partners (Individuals and Corporations)

i. Pre-Disaster Phase

1. Assist in the dissemination of warnings and alerts projected by the relevant agencies (DOST, PAGASA, NDRRMC)
2. Participate in Education Cluster meetings, national and/or local

ii. During Disaster Phase

1. Coordinate with Lead Agency for the projected impact to schools
2. Support the communication facilities for the monitoring of affected schools.
3. Participate in Education Cluster meetings, national and/or local

iii. Post Disaster Phase

1. Coordinate with Lead Agency for the education needs in affected schools.
2. Participate in Education Cluster meetings, national and/or local.
3. Assist in the continuous tracking of DepEd personnel and students.
4. Assist the establishment of temporary learning spaces
5. Mobilize appropriate educational interventions such as, but not limited to, the following:
 - i. Psycho-social support and services
 - ii. Teaching and learning materials
 - iii. Conduct of life skill education and alternative delivery modes
 - iv. School clean-up
 - v. Emergency feeding programs
 - vi. Minor repairs of school facilities
 - vii. Life-saving supplies for education (health, nutrition, protection)

d) Department of Social Welfare and Development (DSWD)**i. During Disaster Phase**

1. Coordinate with DepEd on the possible use of schools as evacuation centers for IDPs
2. Share information on the damages to education facilities/equipment and statuses of schools used as evacuation centers for IDPs

ii. Post Disaster Phase

1. Coordinate the conduct of PDNA, especially on the impact to ECCD clients and services.
2. Conduct supplementary feeding programs and psychosocial services to affected population.
3. Monitor the conduct of ECCD activities in evacuation centers

e) Office of Civil Defense (OCD)**i. During Disaster Phase**

Provide logistical assistance to transport education supplies and services

ii. Post Disaster Phase

Coordinate the conduct of inter-cluster needs and damage assessment

- (RDNA: first 48 and 72 hours after disaster event)
- (PDNA: onsite evacuation and onwards)

f) Department of Health (DOH)**i. During Disaster Phase**

Support and make available services for trauma detection and intervention for school children and staff

ii. Post Disaster Phase

1. Provide lifesaving supplies for education (health, nutrition, protection) in coordination with DepEd.
2. Conduct with DepEd and/or DSWD various psychosocial support and services such as: a) psychosocial activities for students ; b) Conduct Trauma and Stress Management with DepEd and DSWD; and c) preventive health education to school children affected by disaster, whichever is necessary.

g) Technical Education and Skills Development Authority (TESDA)

Post Disaster Phase

1. Support the conduct of PDNA
2. Coordinate with the Lead Agency on the possible assistance that can be provided, especially to technical vocational schools

h) Department of Public Works and Highways (DPWH)**i. Post Disaster Phase**

Provide technical assistance in damage assessment of school facilities

i) Mines and Geosciences Bureau (MGB)**i. Pre-Disaster and During Disaster Phase**

Issuance of flood and landslide advisories, especially for affected schools and evacuation centers/temporary shelters

ii. Post Disaster

Post-hazard mapping and assessment for temporary shelters, evacuation centers and/or relocation sites

j) Philippine National Police (PNP)**i. Post Disaster**

1. Provide manpower and labor force to speed up clearing process in schools, if necessary
2. Provide necessary security to affected schools or local EOC

4. CONCEPT OF SUSTAINMENT

DepEd DRRMO as Cluster Lead will coordinate all requests and updating of reports for emergency education services in affected areas.

All cluster members will make available all necessary operational resources that will be used in providing such emergency education services.

Concerned government agencies and their subordinate offices will utilize their respective internal personnel during disaster response. Additional personnel requirements shall be coordinated through NDRRMC in collaboration with all Council members.

5. COMMAND AND CONTROL

- A. Command Relationship – all DRRM actors and key players will refer and base their actions as prescribed in IRR of R.A. 10121, Rule 3, Section 2. Composition
- B. Command Center – National Disaster Risk Reduction and Management Operations Center (NDRRMOC), Camp General Emilio Aguinaldo, Quezon City.
 - a) Succession of Command:
 - (1) Chairperson, NDRRMC (S, DND)
 - (2) Vice-Chairperson for Disaster Response (S, DSWD)
 - (3) Education Cluster Lead (DepEd DRRMO)
 - (4) Education Cluster Members
 - b) Inter-agency Communication System Support

For the entire duration of operations, the existing means of communications will be utilized. However, the Emergency Telecommunication Cluster will be activated once communication is cut-off from the affected areas.

FOR GUIDANCE AND STRICT COMPLIANCE

SEC VOLTAIRE GAZMIN
Chairperson, NDRRMC
Department of National Defense