



6 March 2020


MEMORANDUM CIRCULAR NO. 32
Series of 2020

T O: All College Deans, Directors, Department/Office Heads Concerned
R E: University Earthquake Drills 2020

Pursuant to CHED Memorandum dated February 3, 2020, mandating CHED-attached institutions to participate in the conduct of the 1st CY 2020 Nationwide Simultaneous Earthquake Drill (NSED) on March 12, 2020, the Visayas State University will be holding an earthquake drill on the said date. Attached is a copy of the instructions/flow of the drill which should be discussed to your respective faculty, staff and students prior to the drill. Faculty members must discuss this procedure in their respective classes so that students will be informed and will take this exercise seriously.

A group of internal evaluators will closely monitor our performance during the drill to test for the efficiency and use of the preparedness, response and recovery plans, systems and policies developed in their respective offices, evaluate the effectiveness of contingency plan, test the coordination and communication mechanism in emergency during response operation and understand the command and control mechanism in emergency and disaster operations at the DRRMC's.

Please be guided accordingly.


EDGARDO E. TULIN
President *aw 3/10/20*



Phases of an Earthquake Drill

Phase 1. Alarm

A pre-arranged signal such as siren should be known to all. During the drill, the siren/bell indicates earthquake/shaking. Staff, students and teachers will be alerted by this signal.

Phase 2. Response

While the siren/bell is ongoing, everyone should move away from windows, glass or light fixtures. In this phase, everyone should perform "duck, cover and hold" under desks, tables or chairs. Remain in this position until the "shaking" stops.

Phase 3. Evacuation

Once the "shaking" stops, staff, teachers and students should evacuate the school building and proceed using pre-determined routes to go to identified evacuation areas.

Phase 4. Assembly

At the designated evacuation area, staff and students must be grouped together according to the class where they belong.

Phase 5. Head count

Head of office, teachers should check and make sure all staff and students are accounted for.

Phase 6. Evaluation

An evaluation of the drill must be conducted to identify problems encountered during the drill and how this can be corrected in future earthquake drills.