



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
DISASTER RISK REDUCTION AND MANAGEMENT SERVICE
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DepEd Region IV-A
 Director's Office
 OCT 15 2015
 Time:

MEMORANDUM

TO : All Regional Directors
 All School Division/City Superintendents
 All DRRM Coordinators
 All School Heads

FROM : *Ronilba R. Co*
RONILBA R. CO
 Director IV
 Disaster Risk Reduction and Management Service

SUBJECT : **PREEMPTIVE ADVISORY FOR SCHOOLS IN PREPARATION FOR TROPICAL STORM LANDO (KOPPU)**

DATE : 14 October 2015

To SDSs
For your appropriate action, please make good plans!
Ronilba R. Co

As per PAGASA Weather Advisory No. 3, as of 11:00 am of 14 October, Tropical Storm with international name "Koppu" and local name Lando was estimated based on all available data at 1,515 km East of Luzon (15.8°N, 135.7°E) with maximum winds of 65 kph near the center and gustiness of up to 80 kph. It is expected to enter the Philippine area of Responsibility (PAR) today (14 October) in the afternoon and is forecasted to move West at 22 kph.

In anticipation of TS Lando, all Regional Directors, Schools Division/City Superintendents, DRRM Focal Persons, and school heads are advised to **prepare** and take precautionary measures as early as **Thursday (15 October)**. Please take note of the following:

- 1) All RD's, SDS's and school heads are reminded to work with their respective school communities and ensure that:
 - a) computers and other electrical equipment are unplugged; and,
 - b) textbooks, school records, furniture, and other important materials are moved to safe areas.
- 2) Additionally, the following measures should also be undertaken as appropriate with the help of the local community or LGU:
 - a) secure roof beams with wires or heavy duty ropes;
 - b) board up jalousies and windows with plywood or other secure material;
 - c) prune trees especially those adjacent to buildings and along electrical posts; and,
 - d) secure all ongoing construction projects including supplies and materials

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- 3) For schools that may be designated by LGUs as evacuation centers, school heads should immediately contact their respective Division Offices via text message and identify the DepEd school coordinator and contact details.

While TS Lando is inside the PAR, all DRRM Focal Persons are advised to stay alert and to **monitor** the effects of the typhoon. RD's and SDS's are likewise advised to report daily via SMS the status of their whereabouts and their condition every 8:00 AM and 5:00 PM. In addition, RD's and SDS's are advised to personally attend all local DRRM council meetings together with their respective DRRM Focal Persons. **Everyone should observe necessary summer class suspensions based on LGU announcements and EO No. 66, s. 2012.**

Please be on standby for further announcements. Should there be any damage incurred, we will be adopting the prescribed procedures using the **Revised Rapid Assessment of Damages Report (RADaR) Forms as of January 2015** attached in this document (please see Annex A and B). The revised RADaR shall only be submitted via text message. You can download the forms at www.tinyurl.com/RADaR-Jan2015. **The revised RADaR as of January 2015 shall only be submitted via text message (SMS).** The school head/principal will directly send the report to the DRRMO with the prescribed form and through the prescribed Globe (0915-5153138) and Smart (0908-2630382) hotlines. All submissions received by the DRRMO shall be deemed certified true and the sender will be responsible for the accuracy of their submission.

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR submissions of schools. **Divisions are in-charge of ensuring all affected schools send RADaR via SMS and shall be responsible for schools without reports.** Divisions are also advised to make the necessary detailed assessment of reports received under RADaR 2 and to send the consolidated detailed assessment of needs to respective DepEd Offices. Please carbon copy the DRRMO at drrmo@deped.gov.ph as you submit the needs to the respective DepEd Offices.

For more inquiries, please call telephone nos. (TF) 02-637-4933 and (T) 02-635-3764; or text mobile nos. 0908-2630382 (Smart) and 0915-5153138 (Globe). You may also e-mail DepEd DRRMO at drrmo@deped.gov.ph.

Annex A: Revised Rapid Assessment of Damages Report I (RADaR I) as of January 2015



**Department of Education
Revised Rapid Assessment of Damages Report 1 (RADaR 1) as of January 2015
School-Level Form**

Instructions to School Heads:

- Accomplish this form on rapid assessment of damages. **Do not leave anything blank.**
- Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:
RADAR1,<Name of incident>,<EBEIS School ID>,<Incurred damages because of incident? (Yes/No)>,<Number of totally damaged classrooms>,<Number of classrooms with major damage>,<Number of classrooms with minor damage>,<Number of temporary learning spaces needed for resumption of classes>,<Number of deceased personnel>,<Number of injured personnel>,<Number of missing personnel>,<Number of displaced personnel>,<Number of classrooms used for evacuation of families>,<Are there still evacuees after three days? (Yes/No)>,<Full name of sender>,<Designation>
For example: RADAR1,Luis,102121,No,0,0,0,0,0,0,0,0,0,0,Orville Benigno,HT
RADAR1,Mayon Eruption,199991,No,0,0,0,0,0,0,0,4,4,Yes,Jose Garcia III,MT

Send it to 0908-2630382 (Smart) or 0915-5153138 (Globe). **Invalid text messages, and forms sent via e-mail or fax shall not be processed.** Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) **RADAR1** and **SCHOOL ID** is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

Instructions to Divisions:

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR1 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepEd e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account. For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

Division: _____

#	QUESTIONS	ANSWERS
1	Name of incident (Can be name of tropical cyclone, name of volcano or description of incident)	
2	EBEIS SCHOOL ID	
3	Incurred damages because of incident? (Indicate Yes/No only)	
4	Number of academic classrooms that are totally damaged (damaged academic classrooms that cannot be used)	
5	Number of academic classrooms with major damage (damaged academic classrooms needing major repair and cannot be repaired by school)	
6	Number of academic classrooms with minor damage (damaged academic classrooms needing minor repair that can all be repaired by school)	
7	Number of temporary learning spaces (TLS) needed for immediate class resumption	
8	Number of deceased DepEd teaching and non-teaching personnel	
9	Number of injured DepEd teaching and non-teaching personnel	
10	Number of missing DepEd teaching and non-teaching personnel	
11	Number of displaced DepEd teaching and non-teaching personnel	
12	Number of academic classrooms used for evacuation of families (all academic classrooms used since Day 1)	
13	Are there still evacuees after three days? (Indicate Yes/No only)	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(14) Full Name of sender _____

Date _____

Annex B: Revised Rapid Assessment of Damages Report 2 (RADaR 2) as of January 2015



Department of Education
Revised Rapid Assessment of Damages Report 2 (RADaR 2) as of January 2015
School-Level Form

Instructions to School Heads:

1. Accomplish this form on rapid assessment of damages. **Do not leave anything blank.**
2. Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:
RADAR2,<Name of Incident>,<School ID>,<Number of damaged school furniture (armchairs)>,<Number of damaged copies of learning materials/textbooks used for instruction>,<Number of damaged sets of computer equipment used for instruction>,<Full name of sender>,<Designation>

**For example: RADAR2,Bush Fire,300461,23,45,0,Juan Dela Cruz Jr,Principal
 RADAR2,Luis,102121,0,0,0,Orville Benigno,HT**

Send it to 0908-2630382 (Smart) or 0915-5153138 (Globe). Invalid text messages, and forms sent via e-mail or fax shall not be processed. Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) **RADAR2** and **SCHOOL ID** is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

Instructions to Divisions:

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR2 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepEd e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account. **Divisions are advised to make the necessary detailed assessment for reports received under RADaR2.** They are also advised to send the consolidated detailed assessment to respective DepEd Offices (cc: drmmo@deped.gov.ph).

For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

Division: _____

#	QUESTIONS	ANSWERS
1	Name of incident (Can be name of tropical cyclone, name of volcano or description of incident)	
2	EBEIS SCHOOL ID	
3	Number of damaged school furniture (armchairs) that needs to be replaced for use of learners <i>(Additional information on damaged teachers' tables and chairs, tables and chairs for Kinder, and/or desktops shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	
4	Number of copies of learning materials/textbooks used for instruction that were damaged because of incident <i>(Detailed information on number of copies needed for instruction per grade level and subject area shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	
5	Number of sets of computer equipment used for instruction that were heavily damaged because of incident <i>(Detailed information on type of equipment damaged shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(6) Full Name of sender _____ Date _____

(7) Designation of sender _____ Contact Number _____