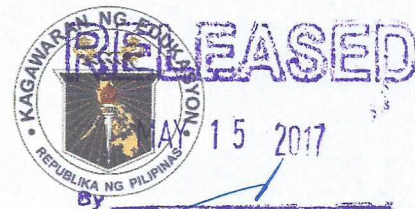




Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City



Jesus Street, Pulung Bulu, Angeles City
Tel. Nos. (045) 322-5722; 888-0582 / Fax Nos. (045) 322; 4702; 887-6099

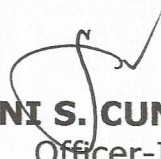
May 15, 2017

DIVISION MEMORANDUM

No. *160* s. 2017

**2017 SEARCH FOR BEST PERFORMING BARANGAY AND SCHOOL
DISASTER RISK REDUCTION AND MANAGEMENT COMMITTEE**

- To: School Heads, Public Elementary and Secondary Schools
School DRRM Coordinators; School Physical Facilities Coordinators
All Others Concerned
1. The Local Disaster Risk Reduction and Management Council, thru the City Disaster Risk Reduction and Management Office and in coordination with the Department of Education, Angeles City is launching a search contest among public schools and barangays entitled, "**Gawad Parangal sa mga Listo at Handang Barangay at Paaralan- Search for Best Performing Barangay and School Disaster Risk Reduction and Management Committee**".
 2. All interested schools and barangays are required to send a **Letter of Intent** to participate and signify their commitment and participation in the above mentioned project, address to Mr. Francis Pangilinan, Head of LDRMO. Deadline of submission is on July 5, 2017.
 3. Attached is the criteria/checklist of the contest for your reference. For inquiries, please contact the CDRMMO Admin and Training Officer, Mr. Ricky Pinlac at 09153001862 or 09253587452.
 4. Immediate and wide dissemination of the memorandum is desired.


LEILANI S. CUNANAN, CESO VI
Officer-In-Charge

Office of the Schools Division Superintendent

CHECKLIST
School
Gawad Parangal sa Handa at Listong Paaralan- Search for Best Performing School DRRM Board

Note: All participating schools must prepare and submit an Executive Summary of their DRRM Accomplishments from January 2016 to July 2017. Attached all important and necessary supporting documents.

School category , levels and classification:

☐ Urban
☐ Rural

Located in a hazard-prone area
☐ YES ☐ NO

| | | | |
|-----------------|--|--------------------------|--|
| Name of School: | | Legislative District: | |
| School ID: | | Province: | |
| Division: | | School District: | |
| Region: | | Date Visited/ Inspected: | |
| School Address: | | | |

| Criteria for Checking | | YES | NO | Points | Remarks, Recommendations and Suggestions |
|--|--|-----|----|--------|--|
| I. SAFETY CHECK ON EDUCATIONAL FACILITIES | | | | | |
| 1.0 | School Building Components | | | | |
| | <i>School building /classroom components is/are according to the DepED and/or National Building Code approved/ standard design and specifications*</i> | | | | |
| | <i>Academic or Instructional Rooms</i> | | | | |
| | a. Wall Finish | | | 1 | |
| | b. Flooring | | | 1 | |
| | c. Ceiling | | | 1 | |
| | d. Window/ Ventilations | | | 1 | |
| | e. Roofing | | | 1 | |
| | f. Corridor | | | 1 | |
| | g. Door | | | 1 | |
| | h. Railings/ handrails/ ramps | | | 1 | |
| | i. Room Dimensions | | | 1 | |
| | j. Provisions for Fire Extinguisher | | | 1 | |
| | k. Emergency and Fire Exits Signs | | | 1 | |
| 2.0 | Ancillary Facilities | | | | |
| | <i>Provisions /presence of other instructional rooms and</i> | | | | |
| | a. School Health Clinic | | | 1 | |
| | b. Guidance and Counselling | | | 1 | |
| | c. School Canteen | | | 1 | |
| | d. Computer Room | | | 0.5 | |
| | e. Industrial Arts Building/ Room | | | 0.5 | |
| | f. Home Economics Building/ Room | | | 0.5 | |
| | g. Science Laboratory Room/Bldg. | | | 0.5 | |
| 3.0 | Other Facilities | | | | |
| | a. Sports/ recreational facilities (gym, basketball courts etc.) | | | 1 | |
| | b. Emergency Gates | | | 1 | |
| | c. Waiting Shed | | | 0.5 | |
| | d. Perimeter Fence | | | 0.5 | |
| | e. School Waste Disposal Area | | | 1 | |
| | f. Stage and Open grounds | | | 1 | |
| | g. Covered pathwalks | | | 1 | |
| 4.0 | WASH Facilities | | | | |
| | <i>Adequate number and functional WASH facilities</i> | | | | |
| | a. Water source | | | 1 | |
| | b. Toilets | | | 1 | |
| | c. Handwashing facilities | | | 1 | |
| | d. Drinking facilities | | | 1 | |
| | e. WASH for physically impaired | | | 1 | |

| | | | | | | |
|------------|--|--|-------------------|-----------|----------|--|
| 5.0 | Power and Telecommunication Facilities | | | | | |
| | a. Power/ electrical connections | | | 1 | | |
| | b. Proper electrical wiring system & connections | | | 1 | | |
| | c. Electrical Fans/ ACUs | | | 0.5 | | |
| | d. Telecommunication Facilities | | | 0.5 | | |
| | | | Sub- TOTAL | 30 | 0 | |

| Criteria for Checking | | YES | NO | Points | | Remarks, Recommendations and Suggestions |
|--|---|------------|----|--------|---|--|
| II. SAFETY CHECK ON HEALTH & ENVIRONMENT | | | | | | |
| 1.0 School Safety and Security | | | | | | |
| | Warning Signs | | | | | |
| | a. Pedestrian Lane Markings | | | 1 | | |
| | b. Loading/ Unloading Signs | | | 1 | | |
| | c. Stop and Go Signs for School Traffic Coordinators, humps | | | 1 | | |
| | d. Signs for the Physically Impaired | | | 1 | | |
| | Security | | | | | |
| | a. Gate Passes/security rounds/schedule | | | 0.5 | | |
| | b. With proper coordination with Baranggay Officials/ nearest Police stations | | | 1 | | |
| | c. School Security Personnel | | | 1 | | |
| | d. Absence of cockpits, video gaming stations, bars and gambling places or where nocturnal activities happen within the 30 meter radius | | | 1 | | |
| | e. Absence of electrical post or other hazardous structures or facilities inside the school premises | | | 1 | | |
| 2.0 Health and Environmental Safety | | | | | | |
| | a. Regular schedule for trash disposal | | | 0.5 | | |
| | b. No possible areas /places for mosquitoes breeding, bats | | | 0.5 | | |
| | c. No stray animals inside the school premises | | | 0.5 | | |
| | d. School First Aid Kits are available , accessible and adequate | | | 1 | | |
| | e. Implementing School Waste Management Program | | | 1 | | |
| | f. With clear and strict regulations on drugs, cigarettes, alcohol and vandalism in school | | | 1 | | |
| | g. Water source ,WASH facilities and sanitation facilities are properly located | | | 1 | | |
| | h. Implement safety measures during school activities, sports, laboratory experiments etc. | | | 1 | | |
| | i. Have transportation means during emergency cases | | | 1 | | |
| | j. Implementing Health Projects and Programs | | | | | |
| | School Feeding Program | | | 1 | | |
| | Health Advocacy /Campaign on Dengue, H1N1, Malaria etc. | | | 1 | | |
| | Conducting WASH and Health activities (handwashing/ toothbrushing, medical/ dental check-ups) | | | 1 | | |
| | School teachers/ personnel attended symposia, trainings, workshops on Psychosocial debriefing | | | 1 | | |
| | | Sub- TOTAL | | 20 | 0 | |

| Criteria for Checking | | YES | NO | Points | | Remarks, Recommendations and Suggestions |
|-----------------------|--|-----|----|--------|--|--|
|-----------------------|--|-----|----|--------|--|--|

| III. DISASTER PREPAREDNESS | | | | | |
|--------------------------------------|----|---|-----------|----------|--|
| 1.0 Regular Conduct of Drills | | | | | |
| | a. | Earthquake Drill | | 5 | |
| | b. | Fire Drill | | 5 | |
| | c. | Other Appropriate Drills (Tsunami, Flood, Landslide, Mudslide) | | 5 | |
| 2.0 School Preparedness Plan | | | | | |
| | a. | School improvement plan incorporating DRR | | 10 | |
| | b. | School DRRM Organizational Structure | | 4 | |
| | c. | Provisions of Contingency plans/ measures | | 2 | |
| | d. | School personnel/students attended DRRM trainings, seminars, capacity building and workshops on DRR/CCA | | 2 | |
| | e. | Communication and Coordination mechanism (cellphone, telephone, handheld radio, megaphone etc.) | | 3 | |
| | f. | School Emergency Warning Devices (posters, signage, flaglets, whistle, evacuation plan, etc) | | 4 | |
| | g. | With adequate space and facilities to be used as Evacuation Center | | 2 | |
| | h. | Temporary Learning Areas (Learning materials) | | 2 | |
| 3.0 School mapping | | | | | |
| | a. | Presence of hazard map | | 3 | |
| | b. | Risk profile | | 3 | |
| Sub- TOTAL | | | 50 | 0 | |

Summary Sheet

| Criteria for Checking | YES | NO | Points (0.50, 1 or 0) | | Remarks, Recommendations and Suggestions |
|---|-----|----|--------------------------|----------|--|
| I. SAFETY CHECK ON EDUCATIONAL FACILITIES | | | 30 | 0 | |
| II. SAFETY CHECK ON HEALTH & ENVIRONMENT | | | 20 | 0 | |
| III. DISASTER PREPAREDNESS | | | 50 | 0 | |
| TOTAL | | | 100 | 0 | |

| Rating | 0 |
|----------------------|---------|
| Rating Scheme | |
| Excellent | 91-100% |
| Very Good | 81-90% |
| Good | 71-80% |
| Needs Improvement | 61-70% |

Inspected by :

Name: _____
Position: _____
Agency: _____
Date: _____

Name: _____
Position: _____
Agency: _____
Date: _____

Name: _____
Position: _____
Agency: _____
Date: _____