



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
NO. 396, s. 2026

August 23, 2026

**VIRTUAL COORDINATION MEETING FOR THE CONDUCT OF THE
NATIONWIDE SIMULTANEOUS SCHOOL SAFETY DRILL FOR
ACTIVE ATTACK INCIDENTS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary Principals
All Others Concerned

1. This Office, through the School Governance & Operations Division (SGOD), shall conduct the **Virtual Coordination Meeting for the Conduct of the Nationwide Simultaneous School Safety Drill for Active Attack Incidents** on August 24, 2026 (Monday) at 10:00 A.M. via Microsoft Teams.
2. This meeting aims to ensure a common understanding of the objectives, procedures, roles and responsibilities, safety protocols, communication and coordination mechanisms, and other operational requirements for the successful conduct of the **Nationwide Simultaneous School Safety Drill for Active Attack Incidents** on **August 25, 2026**.
3. All School Heads and other concerned personnel are expected to attend the virtual coordination meeting and actively participate in the discussions and preparatory activities for the conduct of the said drill.
4. The virtual coordination meeting shall cover the following agenda:
 - a. Drill scenario and sequence of events;
 - b. Roles and responsibilities of participating schools and partner agencies;
 - c. Safety and security protocols during the drill;
 - d. Communication, reporting, and coordination mechanisms;



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- e. Documentation and submission of post-drill reports; and
- f. Other matters relevant to the successful implementation of the activity.

5. The virtual meeting may be accessed through the following Microsoft Teams

Link: <https://tinyurl.com/464zhtcj>



- 6. All concerned personnel are enjoined to attend the meeting on time and ensure that the necessary preparations and coordination with concerned stakeholders are undertaken prior to the scheduled drill.
- 7. Immediate and wide dissemination of this Memorandum to all concerned is desired.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Encl.

As Stated

Reference:

OSEC Memorandum
Division Memorandum No. 395, s. 2026

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

Active Shooting Incident Drill
Contingency Planning
Coordination Meeting
Disaster Risk Reduction and Management

SO14/ GL
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