DEPARTMENT OF EDUCATION
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Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM:
OM-OUGOPS-2026- 101326572

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS

FROM : **MALCOLM S. GARMA**
Undersecretary
Office of the Undersecretary for Governance and Operations

SUBJECT : **INSTITUTIONALIZATION OF SCHOOL SAFETY DRILL**
DATE : October 12, 2026

As part of the observance of School Safety Week, a school safety drill will be conducted at Bangkal National High School, City of Makati, on Wednesday, October 14, 2026, at 3:00 p.m. The activity will be live-streamed to provide schools with a practical demonstration of emergency preparedness and response procedures that may serve as a reference in strengthening their respective school safety mechanisms.

All public schools are encouraged to conduct their respective age appropriate and trauma-informed safety drills on the same date, focusing on addressing the gaps and weaknesses identified during the National Safety Drill conducted on September 3, 2026. Schools shall use their respective drill observations, evaluations, and documented findings to identify priority areas for improvement, including evacuation procedures, learner accountability, communication, and coordination with emergency responders, as applicable.

To continuously improve school safety mechanisms, all public schools shall conduct monthly safety drills beginning November 2026, with each drill highlighting a different threat or emergency scenario based on the school's risk assessment and identified vulnerabilities identified in their contingency plans. The schedule of monthly drills shall be agreed upon by school authorities and relevant stakeholders and, as much as practicable, arranged to minimize disruptions to classes and other essential school activities without compromising the effectiveness of the drills.

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Each drill shall be treated as part of a continuous improvement cycle:

Assess – Review school-level risks and findings from previous drills.
Drill – Practice a selected threat or emergency scenario.
Evaluate – Document observed gaps and lessons learned.
Improve – Implement corrective actions and assess progress during the next drill.

Schools are encouraged to maintain appropriate records of these steps to support follow-through and continuous improvement.

Regional Directors and Schools Division Superintendents are directed to provide technical assistance (TA) and guidance in the conduct of monthly safety drills, including support for the assessment of school-level preparedness, documentation of lessons learned, and identification of appropriate corrective measures.

For immediate dissemination.

OCT. 13, 2025

DepED - LIGAO CITY DIVISION
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BY:
DATE: 10/15/25
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Department of Education
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MEMORANDUM

FOR : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC SCHOOL HEADS

FROM : **MALCOLM S. GARMA**
Undersecretary for Governance and Operations

SUBJECT : **REITERATION OF THE INSTRUCTION FOR THE DESIGNATION OF LEARNER FORMATION OFFICER (LFO) AND THE PROVISION OF HANDHELD METAL DETECTORS TO ALL PUBLIC SCHOOLS AS PART OF THE REQUIREMENTS UNDER DO 006, S. 2026 – ENSURING SAFE AND MOTIVATING LEARNING ENVIRONMENT (ESMLE)**

DATE : October 13, 2026

With reference to the previous instruction for the designation of Learner Formation Officer (LFO) and in line with the Department's continuing efforts to strengthen school safety and security and ensure the protection of all learners under DO,006, 2026 or ESMLE, all Regional Directors are hereby directed to ensure the compliance of their respective Schools Division Offices (SDOs) and schools with the following requirements:

1. **Designation of a Learner Formation Officer** - Ensure that every school designates a Learner Formation Officer who shall oversee and coordinate learner formation initiatives and related learner development and protection activities, consistent with existing DepEd policies and guidelines. The designation shall be formalized through an appropriate issuance, and the designated personnel shall be properly informed of their roles and responsibilities. Based on the latest result of School Safety and Security Audit, only 76% of schools have designated LFOs.

2. **Provision of at Least One (1) Handheld Metal Detector per School** - Ensure that every school has at least one (1) functional handheld metal detector to support the implementation of appropriate school entry screening and other reasonable security measures. Schools shall utilize their available Maintenance and Other Operating Expenses (MOOE), subject to existing budgeting, accounting, auditing, and procurement rules and regulations. Based on the latest result of School Safety and Security Audit, only 47% schools have metal detectors.

All Regional Directors and Schools Division Superintendents are directed to exercise authority and accountability in ensuring that these requirements are implemented consistently across all schools and achieve 100% compliance as soon as possible. Compliance shall form part of the continuing monitoring of school safety and security measures.

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For guidance and strict compliance.

For inquiries or further coordination, you may contact the Office of the Assistant Secretary for Governance and Operations - Education Governance and Support Services via email at oaseg@deped.gov.ph or via our active telephone line at 8632-1368.

Oct. 13, 2025

for Edward Rosto

Pls disseminate for information, guidance and dissemination.