



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM  
SGOD-2023-0085

To: Assistant Schools Division Superintendent  
Chief, Education Program Supervisor, School Governance and Operations Division  
Chief, Education Program Supervisor, Curriculum Implementation Division  
Public Schools District Supervisors  
School Heads – Elementary, Secondary, and Integrated  
School DRRM Coordinators  
All others concerned

Subject: **QUARTERLY CONDUCT OF MANDATORY FIRE EXIT DRILL**

Date: March 17, 2023

Herewith is the letter from Provincial Fire Marshal F/SUPT Rodolfo B. Alocelja of the Bureau of Fire Protection Davao del Norte Provincial Office on the compliance to Republic Act 9514 or the Fire Code of the Philippines and its Revised Implementing Rules and Regulation of 2019 under Section 10.2.21.3 Educational Occupancies A.

Anent, this Division reiterates the adherence of all schools on the said mandate, through the leadership of the School Heads and School Disaster Risk Reduction and Management (SDRRM) Coordinators.

Further, necessary arrangements must be made to ensure continued delivery of essential services and no disruption of classes in all undertakings relevant to the compliance of this mandate.

Everyone is enjoined to continually support and recognize the value of equality and diversity as well as ensure STRICT adherence to the health and safety protocols in all undertakings relevant to the activity.

For immediate dissemination and compliance.

**ALLAN G. FARNAZO**

Director IV

and concurrent Officer-In-Charge  
Office of the Schools Division Superintendent



For the Schools Division Superintendent:

**REBECCA C. SAGOT, CESO VI**

Assistant Schools Division Superintendent

Enclosed as stated

SGOD/mks

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Republic of the Philippines  
Department of the Interior and Local Government  
**BUREAU OF FIRE PROTECTION**  
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19-12787  
DEPED DIVISION OF DAVAO DEL NOR  
RECORDS SECTION  
R MAR 15 2023

Date:

By:



10 March 2023

**ALLAN G FARNAZO**, Director IV  
Regional Director - DepEd Regional Office XI  
Concurrent OIC of the Office of Schools Division Superintendent  
DepEd Davao del Norte

Attn: All Public Schools in the Province of Davao del Norte

Dear Sir:

Greetings in the name of public service!

In reference to the RA 9514 or otherwise known as Fire Code of the Philippines and its Revised Implementing Rules and Regulation of 2019 under Section 10.2.21.3 EDUCATIONAL OCCUPANCIES A-Drills para "A" which states that "There shall be **at least four (4) exit drills a year** in consultation and coordination with the City/Municipal Fire Marshal (C/MFM) having jurisdiction"; It is also stipulated on Rule 9 DIV(2) Section 9.0.2.4 Business and Routine/Annual Inspection-B para "1" that "The C/MFM having jurisdiction, shall cause the conduct of routine or **periodic fire safety inspection**, re-inspection, or inspection arising from complaint, of any building structure, facility or premises not falling under para "A" of this section, for the purpose of determining compliance with RA 9514 and its RIRR";

Moreover, please be informed also on a memorandum dated 16 January 2018 issued by Chief, BFP National Headquarters RE: Year-Round Fire Safety Awareness Program to **conduct massive inspection for all Government Owned Buildings, Educational Occupancy, Industrial and Storage Occupancy** within school premises.

In this regard, we would like to require/remind your good office for the compliance of a mandatory fire exit drill every quarter for schools under your area of responsibility (AOR). Also, please be noted that fire exit drill is different from earthquake drill in which the schools have already been performing quarterly, hence it will not be credited for certification of fire exit drill.

The concerned school may provide a letter request address to the City/Municipal Fire Marshal stating therein the available date and time of the students and teachers in the conduct of the said drill. In addition, be informed that there will be no fire drill fee as national government agencies are exempted from paying.

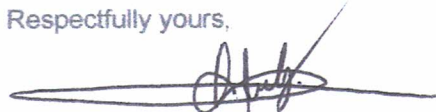
Secondly, the conduct of annual fire safety inspection for schools as stated above is a prerequisite to the issuance of a certificate. That Fire Safety Inspection Certificate will be issued upon compliance of the school to the provisions of the fire code.

Thus, this office is seeking for your utmost cooperation on this matter for the interest of public safety.

Rest assured that the entire fire stations in this province are committed to deliver efficient public service.

Thank you and more power!

Respectfully yours,

  
**F/SUPT RODOLFO B ALOCELJA**  
Provincial Fire Marshal