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MEMORANDUM

TO : ALL EMPLOYEES
FROM : SAFETY SECTION
Administrative Division
RE : 4th QUARTER NATIONWIDE SIMULTANEOUS
EARTHQUAKE DRILL (SEPTEMBER 7, 2023)
DATE : 06 NOVEMBER 2023

This is to reiterate the OCD memorandum No. 68, s. 2023 dated February 1, 2023, encouraging the conduct of traditional or in-person 4th Nationwide Simultaneous Earthquake Drill (NSED).

The 4th quarter NSED will be held on the 9th of November 2023 at exactly 9:00 am with emphasis on the effects of Tsunami.

Thus, we encourage all PTNI employees to participate in this endeavor.

The flow of events are as follows:

- 1) At exactly 8:55 am, a short three (3) burst of the emergency siren will be heard signifying the start of the drill.
- 2) All employees are instructed to do the **Duck-Cover-Hold** exercise.
- 3) At exactly 9:am, another set of three (3) short burst of emergency siren will be heard. This signals the evacuation of all employees to proceed to the assigned evacuation site (**driveway outside of the main gate of PTNI**)
- 4) All section heads are tasked to account their co-workers who were present at the evacuation site. The number of evacuees and casualties (TOC operations and those on field) will be recorded in the bulletin board for accounting.
- 5) All employees are encouraged to wear their PTV4 uniforms.

PEOPLE'S TELEVISION NETWORK, INC.

Broadcast Complex, Visayas Avenue, Diliman, Quezon City 1128, Philippines
www.ptvnews.ph | www.ptni.gov.ph | agm@ptni.gov.ph