



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM

ORD No. 2023-1064

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : 
WILFREDO E. CABRAL, CESO III
 Regional Director

SUBJECT : **CLARIFICATION ON THE SUSPENSION OF WORK
 WHEN CLASSES ARE SUSPENDED**

DATE : October 12, 2023

1. Enclosed is a copy of the Memorandum No. DRRMS 9-13-2023-005 dated September 22, 2023 of Atty. Christian E. Rivero, Ed.D. , Director IV, Disaster Risks Reduction and Management Services (DRRMS), reiterating the provisions in Deped Order No. 37, s. 2022 entitled “Guidelines on the Cancellation or Suspension of Classes or Work in Schools in the Event of Natural (Disasters) Hazards, Power Outages/Power Interruptions, and Other Calamities”, for information and guidance of all concerned.

2. For immediate dissemination.



Address: Misamis St., Bago Bantay, Quezon City
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MEMORANDUM

No.: DRRMS-09-13-2023-005

FOR : **WILFREDO E. CABRAL**
Regional Director, National Capital Region

CECILLE G. CARANDANG
Schools Division Superintendent, Division of Malabon

FROM : **ATTY. CHRISTIAN E. RIVERO, EdD** /
Director IV, Disaster Risk Reduction & Management Service (DRRMS)

SUBJECT : **Clarification on the Suspension of Work when Classes Are Suspended**

DATE : 12 September 2023

This is in relation to an e-mail received by the Presidential Action Center dated August 4, 2023, which was endorsed to the DepEd Central Office on September 14, 2023, and forwarded to the Disaster Risk Reduction and Management Service (DRRMS) on September 21, 2023, regarding the query of non-teaching personnel in the Division of Malabon City on the suspension of work when classes are suspended due to tropical cyclones and inclement weather conditions.

The DRRMS would like to reiterate the provisions in DepEd Order No. 37, s. 2022 or the *Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the Event of Natural (Disasters) Hazards, Power Outages/Power Interruptions, and Other Calamities*. Section IV.1 of the policy states that:

"In-person, online classes, and work from Kindergarten to Grade 12 and Alternative Learning System (ALS) are automatically canceled in schools situated in Local Government Units (LGU) issued with Tropical Cyclone Wind Signal (TCWS) 1, 2, 3, 4, or 5 by the Philippine Atmospheric, Geophysical, Astronomical Services Administration (PAGASA)..."

Local Chief Executives shall decide on the cancellation or suspension of classes in cases where there are strong winds in specific or all areas of the LGU but is not issued with a TCWS."

In addition, Section IV.7 of the policy indicates that:

"Teaching school personnel, including ALS teachers, and non-teaching personnel in schools shall not be required to report to work, except those who are mandated to render security, safety, finance, engineering, sanitation, health, and disaster response duties."



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Schools, on the other hand, must always be ready to implement remote work with measured output.

Central, Regional, and Schools Division Offices, and schools shall activate their DRRM Teams to prepare, monitor, and respond to the situation..."

For further information, the DRRMS hereby advises that the Regional Office and all division offices and schools within your Area of Responsibility (AOR) be (re) oriented on the said policy to avoid any confusion to our personnel, parents, and other stakeholders. The Regional and Division DRRM Coordinators can give light to any queries regarding this matter.

Finally, the DRRMS requests to observe the proper channeling of all concerns related to DRRM – concerns from the community or school must be coursed through to their respective district or division DRRM Coordinator. If the concern is not resolved within their levels, the concerned personnel shall elevate the matter to the regional DRRM Coordinator, and so on. In this way, the right personnel stationed in the field can address all program operations-related concerns immediately.

For questions and clarifications, please contact the assigned AOR Leads/DRRMS Staff in your region through email at drmo@deped.gov.ph or through telephone number (02) 8635-3764.

For your appropriate action.