

#### Republika ng Pilipinas

#### Kagawaran ng Edukasyon

REHIYON V (BIKOL)

T<del>anggapan</del>g Pansangay ng mga paaralan ng Catanduanes

March 11, 2025

DIVISION MEMORANDUM No. 221 s. 2025

## SCHOOL RESPONSE AND REPORTING ON EXTREME HEAT INDEX AND CLASS SUSPENSION

To: OIC Assistant Schools Division Superintendent Chief Education Supervisors

**Public Schools District Supervisors** 

Public Elementary and Secondary School Heads

All Others Concerned

- 1. This Office hereby provides a copy of the Joint Memorandum OM-OSEC-OUOPS-2025-01-01456 "Reiteration of DO 22, s. 2024 ON CLASS SUSPENSION AND STRENGTHENED MONITORING AMID INCREASED HEAT INDEX LEVELS as basis for its monitoring of schools on the anticipated rise in the heat index in the country.
- 2. Schools are therefore expected to:
  - a. Ensure that ventilation and hydration systems are in place;
  - Include rising heat index among the risks in their Learning and Service Continuity; and
  - c. Submit weekly situational reports
- 3. To ensure efficient reporting, all school heads are required to submit their weekly monitoring reports to this Office between 11:00 a.m. and 12:00 pm every Friday in the link:

https://bit.ly/2025HeatIndexMonitoring

- 4. Enclosures to this memorandum are:
  - 1 Reporting Procedure on the Submission of Weekly School Report
  - 2 School Report on Extreme Heat Index and Class Suspension
- 5. Inquires may be raised to Ms. Audrea Vivo, Division DRRM Coordinator through the MS Teams SDO Catanduanes All Employees.
- 6. Immediate dissemination of and strict compliance with this memorandum is desired.

CECILE Ç. FERRO CESO VI

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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### TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

Enclosure 1 to Division Memorandum No. 221 s. 2025

#### Reporting Procedure on the Submission of the Weekly School Reports

Day	Activities	In-Charge
Day 1-4  Monday to	Conduct of school monitoring	School Head
Thursday	in relation to the increasing	
	Heat Index Level	
Day 4   Thursday	Submission of the School	School Head
04:00 PM	Weekly Monitoring Reports	
	in Relation to the Increasing	
	Heat Index Level to the	
	District Office	
Day 5   Friday	Compliance of Schools with the	School Head
11:00 AM - 12:00 NN	Online Weekly Monitoring	
	Reports in Relation to the	
	Increasing Heat Index Level	
Day 5   Friday	Submission of consolidated	PSDS
Not later than	District Weekly Monitoring	
12:00 NN	Reports in Relation to the	
	Increasing Heat Index Level	
	to Division DRRM Coordinator	
Day 5   Friday	Consolidation of <b>Weekly</b>	Division DRR
08:00 AM - 12:00 NN	Monitoring Reports in	Coordinator
	Relation to the Increasing	
	Heat Index Level Reports	
Day 5   Friday	Submission of the <b>Division</b>	Division DRR
01:00 PM	Consolidated Weekly	Coordinator
	Monitoring Reports in	
	Relation to the Increasing	
	Heat Index Level for SDS	
	Vetting	
Day 5   Friday	Submission of <b>Division</b>	Division DRR
03:00 PM	Weekly Monitoring Reports	Coordinator
	in Relation to the Increasing	
	Heat Index Level to Regional	
	Office	















### Republika ng Pilipinas

# Kagawaran ng Edukasyon REHIYON V-BICOL

#### TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

Enclosure 2 to Division Memorandum No. 221 s. 2025

#### School Report on Extreme Heat Index and Class Suspension

Name of School:	School ID		
Municipality:	District:		
Criteria	Yes	•	No
A. Learning and Service Delivery Adjusts	ments		
Class and Work Suspension was implemented	this week.		
If yes, please input the dates of class and work and the office that issued the suspension (LGU			
School is using Self Learning Modules.			
School is adopting hybrid learning.			
School is implementing the Dynamic Learning	Program (DLP		
B. School Readiness and Safety Measure	:s		
School has sufficient fans in compliance with I 006 s. 2021.	DepEd Order no.		
School has functional drinking water facilities.			
If no, please specify reasons.			
School has conducted annual assessment of el	lectrical wirings.		
Result of electrical wiring assessment.			
If the School has NOT conducted annual asse electrical wirings, please state reasons.	ssment of		
C. Class Schedule Adjustments and Unif	orm Policies		
School is adopting adjusted class scheduling			
School is allowing comfortable alternate unifor			
School is allowing comfortable alternate unifor personnel	ms for		
D. Health and Safety Monitoring			
Number of reported health-related incidents an	mong learners		
Number of reported health-related incidents an	mong personnel		

Prepared by:	Name of School Head	
Noted by:	Name of Public Schools District Supervisor	







