



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

6 March 2025

Regional Memorandum
No. 175 s.2025

**REITERATION OF DO 22, S. 2024 ON CLASS SUSPENSION
AND STRENGTHENED MONITORING AMID
EXTREME HEAT INDEX LEVELS**

To: **Schools Division Superintendents**
All Others Concerned

1. In reference to DepEd Joint Memorandum OM-OSEC-OUPS-2025-01-01456, issued by the Office of the Secretary through Undersecretary and Chief of Staff Atty. Fatima Lipp D. Panontongan and Assistant Secretary Malcolm S. Garma, Officer-In-Charge of the Office of the Undersecretary for Operations, dated March 3, 2025, this office reiterates the provisions of DepEd Order No. 22, s. 2024 on class suspension and strengthened monitoring amid increased heat index levels. In this regard, all concerned offices and school heads are directed to ensure strict compliance with the guidelines outlined in the issuance, prioritizing learners' and personnel' health, safety, and well-being.
2. To ensure compliance with periodic reporting and situation updates, all Schools Division Offices (SDOs) shall adhere to the following guidelines:
 - a. SDOs shall establish a reporting facility for the submission of accomplished **Annex A - Weekly Report on Extreme Heat Index and Class Suspensions** from all schools under their jurisdiction.
 - b. SDOs must ensure the timely submission of schools' weekly reports, consolidate division-wide data, and submit the final report to the regional office every Friday by 12:00 NN through the designated link. SDOs may set an earlier internal deadline for schools to allow sufficient time for consolidation and analysis.
 - c. The consolidated Annex A of SDOs must be duly signed and submitted as a scanned copy. No hard copies are required.





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Certificate No. PHP QMS
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- d. The **SDO Consolidated Annex A** shall be encoded and submitted exclusively by the SDO In charge of reporting through this Microsoft Form: **forms.office.com/r/tvr44UWTce**. For authentication and security purposes, all submissions must be made using a DepEd email account.
3. For clarifications and other concerns, please contact the Policy, Planning and Research Division through trunk line 470 or email at pprd.calabarzon@deped.gov.ph
4. Immediate dissemination of and compliance with this memorandum are desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

PPRD/ROPI/ROP4