



Republic of the Philippines  
Department of Education  
REGION IX, ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DAPITAN CITY

**Office of the Schools Division  
Superintendent**

18 July 2025

**DIVISION MEMORANDUM**

No. 476, s. 2025

**GUIDELINES ON LOCALIZED/GRANULAR SUSPENSION OF CLASSES**

**TO: Assistant Schools Division Superintendent  
Chief Education Supervisor (CID and SGOD)  
Education Program Supervisors  
Administrative Officer V  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
This Division**

1. Pursuant to item iii.5.h of DepEd Order No. 22, s.2024 titled, **Revised Guidelines on Class and Work Suspension in Schools During Disasters and Emergencies**, all school heads are advised to adhere to the following guidelines on localized/granular suspension, to wit;

In case there is no automatic suspension of classes and in the absence of a declaration from the LGU, the school heads, or the district or division ALS Coordinator, may suspend classes and work in the cases listed below, provided that there is the necessary coordination with the LCE and SDS, and when applicable, schools will shift to modular distance learning, performance task, projects or make-up classes based on their LSCP to ensure that learning competencies are met:

- i. In case of torrential rain, flooding and risk of landslides and storm surges;
- ii. In case of localized and specific flooding in the area of the school premises or when flooding affects a large part of the student and personnel population of the school;
- iii. In case of earthquake, at any intensity if in their assessment, the building and other structures within their facilities are deemed to be in danger of collapsing or are found to have major damage. The school head shall request from competent authorities (DPWH, local building officials, division engineers, and other competent professionals) to assess the school buildings before allowing students and personnel to return;
- iv. In case of power outages or interruptions last more than half a school day, making classrooms uncomfortable or unsafe for students and teachers;



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- v. in case the temperature in classrooms or learning spaces is not conducive to learning and affects the health and safety of the learners and teachers;
  - vi. In case the air quality or fog levels in the area are poor and could harm student's health or hinder learning;
  - vii. In case other calamities, emergencies, and hazards not enumerated above threaten the safety of students and school personnel.
2. School heads shall notify the office of the superintendent of the suspension of classes and or work, including the reason for such suspension. They shall also submit a report to the Schools Division Superintendent through the School Governance and Operations Division (SGOD) on a quarterly basis.
3. For your guidance and strict compliance.

**JAY S. MONTEALTO, EdD, JD, CESO VI**  
Assistant Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent

