



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

Office of the Schools Division  
Superintendent

03 November 2025

**DIVISION MEMORANDUM**

No. 130, s. 2025

**GUIDELINES AND SAFETY PROTOCOLS IN ANTICIPATION OF TROPICAL CYCLONE  
"TINO"**

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

1. This Division issues this memorandum to ensure the safety and preparedness of all personnel and learners in light of the projected track and intensity of **Tropical Cyclone "TINO"** (International Name: *HALONG*).
2. All School Heads must immediately implement the following protocols:
  - a. Ensure all school facilities, equipment, and records are properly secured. Move valuable assets and electronic devices to higher ground or water-safe areas. Secure windows, doors, and remove loose objects (e.g., roof materials, hanging branches) that may become hazardous projectiles;
  - b. Establish continuous communication with the Division Office and Barangay/LGU disaster management councils;
  - c. All personnel must strictly adhere to the "no travel" advisory unless absolutely necessary for disaster response. All employees must remain in safe locations;
  - d. School Heads are instructed to conduct an initial damage assessment immediately after the typhoon has passed and it is safe to do so, prioritizing the safety of the assessment team.
3. For more information, you may contact Jonathan D. Reluya, PDO II through mobile number 0977-652-4718.



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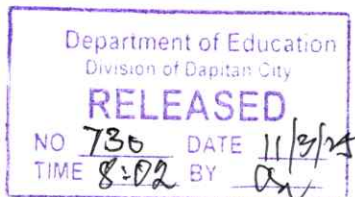


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3. Immediate dissemination of this memorandum is desired.

**JAY S. MONTEALTO, CESO VI**  
Schools Division Superintendent



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