



Tanggapan ng Kalihim  
Office of the Secretary

July 24, 1998

**DECS ORDER**  
No. 68 s. 1998

**REVISED GUIDELINES ON THE SUSPENSION OF CLASSES  
WHEN TYPHOONS AND OTHER CALAMITIES OCCUR**

To: Bureau Directors  
Regional Directors  
Schools Superintendents  
Heads of Private Schools/Pre-Schools  
Vocational School Heads/Administrators

1. The revised guidelines on the suspension of classes in cases of typhoons and other calamities are hereby issued for the information of all concerned.

a. Automatic Suspension of Classes

Classes, as indicated below, shall be automatically suspended, without need of any announcement, in the following situations:

- (1) Where typhoon signal No. 2 is raised by PAGASA, classes at the elementary level including pre-schools shall be automatically suspended.
- (2) Where typhoon signal No. 3 or No. 4 is raised by PAGASA, classes in elementary and secondary levels shall be automatically suspended.
- (3) Where the rains are heavy, causing floods in the community and in the area of the school, classes in the schools affected are automatically suspended.
- (4) Where other calamities such as floods, volcanic eruptions and earthquakes have occurred and have seriously damaged the homes of families in the community and probable recurrence of such calamities is declared by proper authorities, classes in all levels are automatically suspended.

b. Suspension of Classes in Special Cases

- (1) Announcement by the DECS Regional Director - As a matter of policy, the suspension, cancellation and/or postponement of classes in a particular region, if it is region-wide, shall be announced by the Regional Director after consultation with superintendents and local government officials.

- (2) **Announcement by the School Heads/Principals** - In cases where conditions endanger the lives and safety of pupils, students, teachers and other school personnel, school heads/principals in affected areas may use their discretion in suspending classes. School heads/principals are enjoined to use their best judgment in this regard.
- (3) **Announcement by Local Government Officials** - In extreme cases, such as floods, high tide, lahar, earthquakes, etc., the chief executive of the local government unit concerned may cancel classes in his particular area, and later on, inform the highest school officials in the said area.

### 1. Parents' Responsibilities

In cases where rains are heavy, causing floods in certain areas, parents shall make the decision on whether or not they should send their children to school, taking into consideration the health and safety of their children. In this eventuality, school authorities should not penalize the children for the absences made. Instead, the schools should provide opportunities for make-up classes or activities for the lessons missed.

### 3. Maximum Number of School Days

Parents and teachers are reminded that the maximum number of school days for the school year shall be considered especially in holding make-up classes to offset the days when classes are suspended.

4. **Lifting of Suspension of Classes**: Whenever classes shall have been ordered suspended for more than one (1) day, the lifting of such order of suspension shall be made by the following:

- (1) the Secretary of Education, Culture and Sports, when suspension of classes is nationwide;
- (2) The Regional Director, when the suspension of classes affects some schools or divisions in the Region or the entire Region; and
- (3) The school head/principal/executive of local government unit, when suspension of classes affects particular schools.

Lifting of suspension of classes should be made on or before but not later than 4:30 a.m. on the day when regular classes are to be resumed. All media and other available ways of announcing the resumption of classes to the public shall be utilized.

5. The automatic suspension of classes applies to teachers. They are not required to report to their respective schools when classes are suspended since they shall be required to hold make-up classes in lieu of suspended classes.

However, school officials, members of the Disaster Coordinating Committees and non-teaching personnel are requested to render service even when classes are suspended. They shall, however, observe whatever rules, orders or guidelines may be prescribed for all other government employees.

In the case of private schools, the suspension of work by school personnel shall be at the discretion of the school heads/directors/principals.

6. The DECS Disaster Coordinating Committee (DECS-DCC) in the Central Office as well as in the regional, division and school offices shall be reactivated as soon as possible and shall coordinate with its counterpart in the local government units including MMDA, PAGASA, DILG.

7. All previous orders and regulations relevant to the suspension of classes due to typhoons, floods and other calamities are hereby rescinded by this Order.

8. Widest dissemination of this Order is enjoined.

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Secretary

References: DECS Orders Nos. 43, s. 1986; 51, s. 1988;  
32, s. 1990; 6, s. 1993; 48, s. 1994;  
37, s. 1995 and 193, s. 1995  
1-2-3-4—(MO, 1-87)

Attachment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index  
under the following subjects:

- CALAMITY
- CLASSES
- POLICY
- SCHOOLS