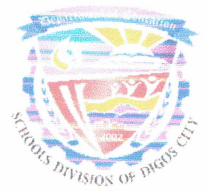




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 964, s. 2019

November 5, 2019

**SUSPENSION OF CLASSES AND WORK DUE TO DISASTER AS
DECLARED BY THE OFFICE OF THE CITY MAYOR OF DIGOS**

To: **SCHOOLS HEADS, SCHOOL-IN-CHARGE & TEACHER-IN-CHARGE
TEACHING PERSONNEL
SCHOOL DRRM COORDINATORS
SCHOOL PHYSICAL FACILITIES COORDINATORS**

1. Pursuant to Executive Order No. 40-2019, Series of 2019 dated 31 October 2019 from the Office of the City Mayor of Digos, declaring **"the SUSPENSION OF WORK IN ALL GOVERNMENT AGENCIES AND PRIVATE ESTABLISHMENTS, EXCEPT FOR RESPONDING EMERGENCY OFFICES, WITHIN THIS CITY, ON OCTOBER, 2019, AND UNTIL FURTHER NOTICE."** As such, on November 3, 2019, the Office of the City Mayor through their Facebook Page issued an ADVISORY that **"all classes are still suspended tomorrow (November 4, 2019) until further notice."** The said suspension is still in force until further notice from the Office of the City Mayor.
2. Thus, beginning November 5, 2019, onwards, the instruction in the event of suspension of classes by the Local Chief Executive due to calamities or force majeure is that teachers need not report to their respective schools. However, the School DRRM Coordinator and the School Physical Facilities Coordinator shall report to their respective schools to assist the authorized competent technical personnel from the Local Government Unit to assess the extent of damage in school. Service Credits shall be granted to those personnel required to report during the Suspension of Classes.
3. In no case shall any school/district/division personnel enter office and school buildings if not cleared by the aforesaid competent personnel as safe for occupancy or can withstand several aftershocks.
4. The School DRRM Coordinator shall immediately fill out and submit the RADAR Forms to the Division DRRM Coordinator who shall consolidate and forward it to the Central Office and Regional Office of DepEd.
5. All are enjoined to exercise precaution and to keep safe during disasters.
6. For immediate dissemination and strict compliance.


CRISTY C. EPE, CESE
Schools Division Superintendent

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED 45795

DATE: NOV 05 2019

TIME: 3:21 PM

BY: 