



Republic of the Philippines
Department of Education

12 FEB 2020

DepEd MEMORANDUM
No. **021**, s. 2020

SECOND SET OF POLICY DIRECTIVES OF THE DEPED TASK FORCE NCOV

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues this Memorandum to provide further information and guidance to DepEd officials, personnel and staff at the Central Office, regional offices (ROs) and schools division offices (SDOs) and schools nationwide, relative to the ongoing efforts of the Department to respond to the novel coronavirus acute respiratory disease (2019-nCoV ARD).
2. All policy directives and measures contained in DepEd Memorandum No. 15, titled **First Set of Policy Directives of the DepEd Task Force nCoV are sustained**.
3. The following measures are reiterated and further elaborated:
 - a. **The travel measures and restrictions as stipulated in Enclosure No. 2 to DM 15, s. 2020, remain in effect.** Further, all personnel and learners who decide to proceed with their scheduled personal travels for the month of February to countries identified to have confirmed cases of 2019-nCoV shall be subject to **mandatory self-quarantine for 14 days** from the date of arrival in the Philippines. The 14 days of self-quarantine of DepEd personnel shall be charged to their leave credits, while the learners on self-quarantine shall be provided with alternative delivery modes (ADM) of education.
 - b. The **suspension of all national and regional activities** involving learners and/or teachers requiring travel and congregation of various schools, divisions, and/or regions, and of all off-campus activities for the month of February 2020, as stipulated in Enclosure No. 2 to DM 15, s. 2020, **remain in effect.**
4. Enclosure No. 3 to DM 15, s. 2020 specifies that schools shall coordinate with SDOs, LGU and health authorities for the suspension of classes, if necessary. Following the advice of the Department of Health (DOH), **regional directors (RDs), schools division superintendents (SDSs), and/or school heads are authorized to suspend classes, based on the conditions below:**
 - a. If one school has confirmed one positive case of 2019-nCoV ARD, the school head can declare the suspension of classes.

- b. If two or more schools in one city or municipality have confirmed a positive case of 2019-nCoV ARD, the SDSs can declare the suspension of classes in the affected schools and adjacent areas or, depending on the local situation, in the entire city or municipality.
 - c. If there is community level transmission in a city or municipality or several cities or municipalities, the SDSs can declare the suspension of classes in the affected cities/municipalities or, depending on the local situation, in the entire province.
 - d. If there is a community level transmission in two or more provinces, RDs can declare suspension of classes in the affected provinces or, depending on the local situation, in the entire region.
 - e. All regional offices and schools division offices (SDOs) are required to report all class suspensions to the Disaster Risk Reduction and Management Service (DRRMS) through drmo@deped.gov.ph.
5. For reference, the following advisories from the DOH are attached:
- Enclosure No. 1 - DOH Interim Guidelines on 2019 Novel Coronavirus Acute Respiratory Disease (2019-nCoV ARD) Response in Schools and Higher Education Institutions;
 - Enclosure No. 2 - DOH Advisory on Use of Masks; and
 - Enclosure No. 3 - DOH Advisory on Concerts and Other Public Events and Gatherings.
6. SDOs are reminded to consolidate the weekly health situation reports from schools for submission to the Bureau of Learner Support Services-School Health Division, as guided by the Enclosure No. 2 to DM 15, s. 2020.
7. It is reiterated that private schools are highly encouraged to adopt the precautionary measures contained in DepEd's memoranda pertaining to its response to the 2019-nCoV ARD.
8. For information, please contact the **Quick Response and Recovery Team on novel coronavirus acute respiratory disease (QRRT-nCoV)** at the Bureau of Learner Support Services-School Health Division, through email at blss.shd@deped.gov.ph or at telephone number (02) 8632-9935.
9. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum: (No. 15, s. 2020)

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

BUREAUS & OFFICES
EMPLOYEES
OFFICIALS
SCHOOLS

2/10/20: mtignacio



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

February 5, 2020

DEPARTMENT CIRCULAR

No. 2020 - 0042

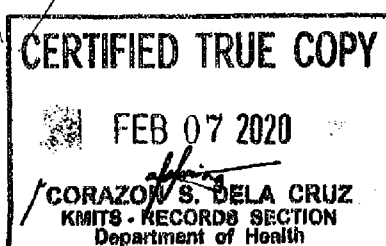
TO: ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES; DIRECTORS OF BUREAUS AND CENTERS FOR HEALTH DEVELOPMENT; MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO); EXECUTIVE DIRECTORS OF SPECIALTY HOSPITALS, POPULATION COMMISSION AND NATIONAL NUTRITION COUNCIL; CHIEFS OF MEDICAL CENTERS, HOSPITALS, SANITARIA AND INSTITUTES; PRESIDENT OF THE PHILIPPINE HEALTH INSURANCE CORPORATION; DIRECTORS OF PHILIPPINE NATIONAL AIDS COUNCIL AND TREATMENT AND REHABILITATION CENTERS AND OTHERS CONCERNED


SUBJECT: Reiteration of the Interim Guidelines on 2019 Novel Coronavirus Acute Respiratory Disease (2019-nCoV ARD) Response in Schools & Higher Education Institutions

The Department of Health reiterates Department Memorandum No. 2020-0055 entitled "Interim Guidelines on 2019 Novel Coronavirus Acute Respiratory Disease (2019-nCoV ARD) Response in Schools & Higher Education Institutions."

This is to provide guidance to all school administrators, both public and private, to take the necessary steps to prevent, contain, and mitigate the possible transmission of 2019-nCoV ARD in communities.

Dissemination of the information to all concerned is requested.




FRANCISCO T. DE QUE III, MD, MSc
Secretary of Health



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

February 3, 2020

DEPARTMENT MEMORANDUM

No. 2020 - 0055

TO: ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES; DIRECTORS OF BUREAUS AND CENTERS FOR HEALTH DEVELOPMENT; MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO; EXECUTIVE DIRECTORS OF SPECIALTY HOSPITALS, POPULATION COMMISSION AND NATIONAL NUTRITION COUNCIL; CHIEFS OF MEDICAL CENTERS, HOSPITALS, SANTARIA AND INSTITUTES; PRESIDENT OF THE PHILIPPINE HEALTH INSURANCE CORPORATION; DIRECTORS OF PHILIPPINE NATIONAL AIDS COUNCIL AND TREATMENT AND REHABILITATION CENTERS AND OTHERS CONCERNED

SUBJECT: Interim Guidelines on 2019 Novel Coronavirus Acute Respiratory Disease (2019-nCoV ARD) Response in Schools and Higher Education Institutions

I. BACKGROUND

After a cluster of pneumonia cases of unknown etiology was reported in Wuhan City, Hubei Province of China last December 31, 2019, Chinese health authorities preliminarily identified the cause of this viral pneumonia as a new or novel type of coronavirus (2019-nCoV).

With an increasing number of cases spreading to various territories and confirmed human-to-human transmission, the World Health Organization declared the outbreak as a Public Health Emergency of International Concern (PHEIC) last January 30, 2020.

The Department of Health (DOH) hereby issues interim guidelines for public and private schools and higher education institutions (HEIs) to prevent, contain, and mitigate the transmission of 2019-nCoV ARD in schools and HEIs.

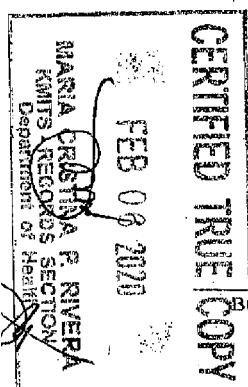
II. GUIDELINES

To effectively manage and address the threat of the 2019-nCoV ARD in Schools and HEIs, the following strategies are strongly encouraged:

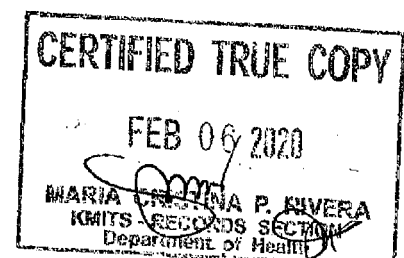
A. General Preventive Measures

1. Personal Protection and Hygiene

- a. Encourage respiratory etiquette among students and staff through education and the provision of supplies.



- i. Teach students and staff to cover their mouth and nose when coughing and sneezing with tissue or their shirt sleeve, to properly dispose of used tissues in trash cans, and to immediately wash their hands thereafter.
 - ii. Provide adequate supplies within easy reach, including tissues, no-touch trash cans, and soap.
 - iii. See *Annex A* for respiratory etiquette.
- b. Encourage hand hygiene among students and staff through education, scheduled time for handwashing, and the provision of supplies.
 - i. Teach students and staff to wash hands often with soap and water for 20 seconds, dry hands with a paper towel, and use the paper towel to turn off the faucet. If soap and water are not available, and hands are not visibly dirty, an alcohol-based hand sanitizer containing at least 60% ethanol or isopropanol may be used.
 - ii. Include handwashing time in student schedules.
 - iii. Provide adequate supplies, including clean and functional handwashing stations, soap, paper towels, and alcohol-based hand sanitizers.
 - iv. See *Annex B* for proper handwashing technique.
- c. Encourage students and staff to keep their hands away from their nose, mouth, and eyes.
 - i. Encourage routine surface cleaning through education and school policies.
 - ii. Tidy and clean surfaces and objects that are touched often, such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, and phones. Empty trash cans as needed.
 - iii. Use general cleaning products following product label directions. Additional disinfection beyond routine cleaning is not recommended.
 - iv. Provide adequate supplies, such as general FDA-registered cleaning products, gloves, disinfecting wipes, and no-touch trash cans.
- d. Encourage students and staff to avoid contact with animals and avoid consumption of raw or undercooked animal products.
 - i. Handle raw meat, milk or animal organs with care, to avoid cross-contamination with uncooked food, as per good food safety practices.
 - ii. Do not slaughter sick animals for consumption. Bury or destroy dead animals and avoid contact with their body fluids without protective clothes.



- iii. When visiting live animal markets, wet markets or animal product markets:
 - a. Practice general hygiene measures, including regular hand washing with soap and potable water after touching animals and animal products
 - b. Avoid touching eyes, nose or mouth with hands
 - c. Avoid contact with (a) sick animals or spoiled animal products (b) other animals possibly living in the market (e.g., stray cats and dogs, rodents, birds, bats) and (c) potentially contaminated animal waste or fluids on the soil or structures of shops and market facilities

2. Infection Control

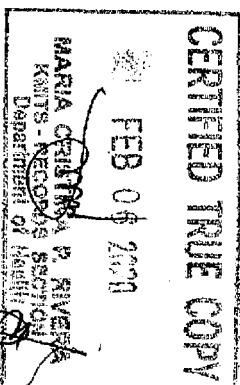
- a. Preventive actions to stop the transmission and spread of the virus
 - i. Encourage learners and staff to stay home when sick.
 - ii. Advise learners, parents, and staff on the importance of staying home when sick for at least 24 hours after they no longer have signs and symptoms (fever or signs of a fever, cough, colds).
 - iii. Review school policies on:
 - a. Implementing flexible sick leave policies for students and staff.
 - b. Lifting the use of perfect attendance awards.
 - c. Cross-training staff so that others can cover for co-workers who need to stay home.

B. Management of Symptomatics

- 1. Advise/orient learners, parents, and staff on the signs and symptoms of 2019-nCoV ARD, emergency warning signs (difficulty of breathing), and high-risk groups (individuals with other existing medical conditions).
 - i. Those who would manifest fever and/or respiratory infection and have a history of travel from China or contact with a sick household member who had a history of travel from China for the past 14 days, should consult the school clinic and be referred to the nearest hospital with prior notification. Transportation needs should be coordinated with the Barangay Health Emergency Response Team (BHERT).
- 2. While waiting for referral and transport of sick individuals, separate learners and staff with fever and respiratory infection from others preferably in a well-ventilated holding area with handwashing facility or sink with soap and water, alcohol-based hand rub, tissue paper, and no-touch trash can. Provide masks to the sick learner/staff with proper instruction. (*Annex C*)

C. Community Engagement and Coordinated Response

- 1. Depending on the required level of response (*Annex D*), administrators shall coordinate with higher-level school authority, local government unit, and public health officials for the conduct of joint risk assessment.



The decision of school officials for the temporary suspension of classes and activities should be based on the result of the joint risk assessment. Resumption of classes and activities will follow the same procedure.

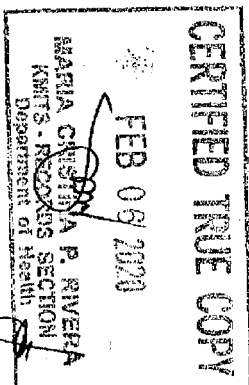
2. Administrators must immediately notify the Barangay Health Emergency Response Team (BHERT) of II (a) symptomatic (b) asymptomatic with history of travel to China and (c) asymptomatic with history of exposure PUIs for 2019-nCoV ARD.
 - a. A PUI is any individual who exhibits symptoms consistent with the 2019-nCoV ARD and has history of travel to affected areas or close contact with a caregiver of a PUI or a confirmed case of 2019-nCoV ARD.

D. Declaration of Class Suspension by Response Level

1. Confirmation of cases, as well as community-level transmission, shall only come from the DOH. At any Response Level (*Annex D*), the Local Chief Executive (LCE), can declare class suspensions as deemed fit based on information or recommendation provided by DOH. In cases where urgent action is needed, the school administrator can declare class suspension and inform the LCE thereafter, in accordance with prescribed actions for Response Levels.
2. Lifting of school suspensions or deactivation of Response Levels III and IV, may be made 10 calendar days from the date of suspension of classes provided that students, faculty, and non-teaching personnel with 2019-nCoV ARD symptoms, PUIs, or confirmed cases remain isolated at home or at designated health facilities.
3. Prior to resumption of classes, schools must undertake the following:
 - a. General cleaning of the school
 - b. Disinfection of chairs, desks, doors, toilets, lavatories, and garbage bins with cleaning material
 - c. Ensure provision of water, soap, and other supplies for proper hygiene
 - d. Intensify campaign for hand and respiratory hygiene and general sanitation
4. Prior to resumption of classes, Local Health Authorities must:
 - a. Ensure compliance of the school on the actions to be taken by the school prior to resumption of classes
 - b. Provide assistance in the provision of health services related to the prevention and control of 2019-nCoV ARD
 - c. Intensify campaign for hand and respiratory hygiene and general sanitation

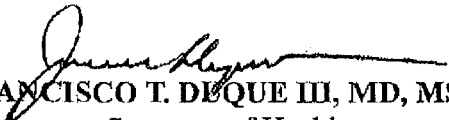
E. Sources of 2019-nCoV Information and Advisories

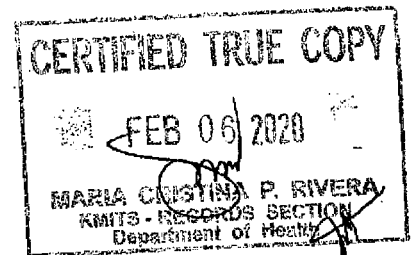
1. Everyone is advised to refrain from sharing unverified reports and/or false news to avoid undue stress and worry due to misinformation.
2. For announcements and public advisories, you may visit the following official DOH channels:
 - a. Website: <https://www.doh.gov.ph/2019-nCoV>
 - b. Facebook: <https://www.facebook.com/OfficialDOHgov/>
 - c. Twitter: <https://twitter.com/DOHgov>



3. DOH health promotion materials (e.g. infographics, social media cards among others) may be reproduced by public and private schools and HEIs for instructional use free of charge.

For strict compliance of all concerned.


FRANCISCO T. DEQUE III, MD, MSc
Secretary of Health



DOH HEALTH ADVISORY

TAMANG PAG UBO

Ugaliin ang mga sumusunod:

- LAGING MAGDALA NG PANYO O TISSUE**
- TAKPAN ANG BUONG ILONG AT BIBIG GAMIT ANG PANYO/ TISSUE**
- MAARING GAMITIN ANG MANGGAS O LOOB NG SIKO**
- LUMAYO SA MGA TAO KUNG BABAHING O UUBO**
- HUWAG DUMURAKUNG SAAN-SAAN**
- ITAPON ANG NAGAMIT NA TISSUE SA BASURAHAN**
- LAGING MAGHUGAS NG KAMAY**
- MOGUMAMIT NG HAND SANITIZER O ALCOHOL**



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Annex B. Proper Hand Hygiene

2019 NOVEL CORONAVIRUS
Acute Respiratory Disease
(2019-nCoV ARD)
HEALTH ADVISORY

Ang wasto at regular na paghuhugas ng kamay ay mabisang paraan upang makalwas sa mga sakit. Ito ay makatutulong sa pagpigil ng pagkalat ng virus na magdudulot ng sakit.

www.doh.gov.ph OfficialDOHgov 8711-1001 8711-1002

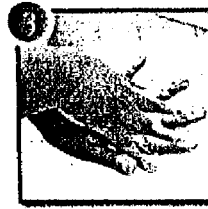
TAMANG PARAAN NG PAGHUHUGAS NG KAMAY



Basain ng tubig ang mga kamay at sabunin.



Sabunin ang mga palad.



Sabunin ang likod ng mga kamay.



Kuskusin ang mga pagitan ng daliri.



Kuskusin ang mga kuko.



Kuskusin ang pagitan ng mga hinalakd.



Kuskusin ng palkot ang mga dulo ng mga daliri sa magkabilang palad.

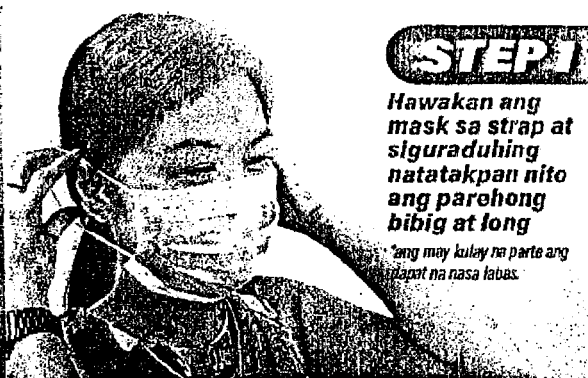


Danlawang mabuti sa malinis na tubig at patuyuin ang mga kamay gamit ang single-use towel.

Makipag-ugnayan sa pinakamalapit na health facility para sa karagdagang impormasyon.

Annex C. Proper Wearing of Masks

**TAMANG PAGSUOT
NG SURGICAL MASK**



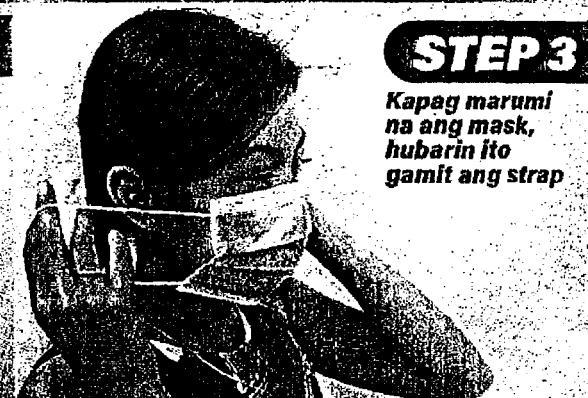
STEP 1

Hawakan ang mask sa strap at siguraduhing natatakpan nito ang parehong bibig at long
 *ang may kulay na parte ang ilapit na nasa labas.



STEP 2

I-molde ang nosepiece ayon sa hugis ng iyong ilong



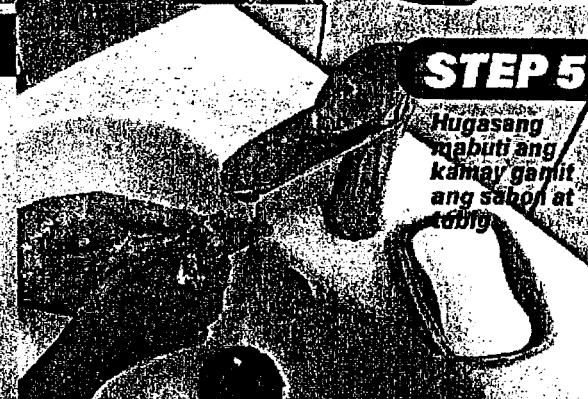
STEP 3

Kapag marumi na ang mask, hubarin ito gamit ang strap



STEP 4

Itapon ang maruming maskara sa basurahan



STEP 5

Hugasang mabuti ang kamay gamit ang sabon at tubig



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Annex D. Appropriate Level of Response

LEVEL 1 RESPONSE:

- | | |
|---|---|
| Criteria: | <input type="checkbox"/> Confirmed cases of 2019-nCoV ARD in other countries but no confirmed case in the Philippines |
| Appropriate Response: | <input type="checkbox"/> Keep updated about the status and extent of 2019-nCoV ARD globally
<input type="checkbox"/> Campaign for proper handwashing, general hygiene and cough / sneeze manners
<input type="checkbox"/> Make available hygiene and sanitation facilities
<input type="checkbox"/> Line list and monitor health status of learners, faculty and non-teaching personnel who have history of travel to countries with reported confirmed cases on 2019-nCoV ARD
<input type="checkbox"/> Observe precautionary measures during school gatherings |
| Recommendation on Class Suspension | <input type="checkbox"/> No suspension of classes |

LEVEL 2 RESPONSE:

- | | |
|---|---|
| Criteria: | <input type="checkbox"/> Confirmed cases of 2019-nCoV ARD in the country
<input type="checkbox"/> No confirmed case in the school
<input type="checkbox"/> No confirmed community- level transmission |
| Appropriate Response: | <input type="checkbox"/> Level 1 Response <i>plus</i> :
<input type="checkbox"/> Fever, cough and colds surveillance
<input type="checkbox"/> Line list of learners, faculty and non-teaching personnel with influenza-like illness (ILI)
<input type="checkbox"/> Monitor trend, cause, status of absentees (learners/faculty/non-teaching personnel)
<input type="checkbox"/> Isolate in designated room and refer to the school clinic or to a health facility persons identified to have signs and symptoms of ILI while in the school
<input type="checkbox"/> Learners/faculty/non-teaching personnel with signs and symptoms of ILI shall not report to school but inform the school physician/local health authorities for proper advice
<input type="checkbox"/> Establish referral system with health care facilities
<input type="checkbox"/> Report to Local Health Office (MHO/CHO) and/or regional DOH Center for Health Development |
| Recommendation on Class Suspension | <input type="checkbox"/> No suspension of classes |

LEVEL 3 RESPONSE:

- | | |
|------------------|--|
| Criteria: | <input type="checkbox"/> Confirmed cases of 2019-nCoV ARD in the country
<input type="checkbox"/> Confirmed case in the school
<input type="checkbox"/> No confirmed community- level transmission |
|------------------|--|

Appropriate Response:

- Suspension of classes in the affected school(s)
- Report to Local Health Office (MHO/CHO) and/or regional DOH Center for Health Development

Recommendation on Class Suspension

- If one school has confirmed one positive case of 2019-nCoV ARD, the School Principal can declare the suspension of classes
- If two or more schools in one city or municipality have confirmed a positive case of 2019-nCoV ARD, the Division Superintendent can declare the suspension of classes in the affected schools and adjacent areas; or depending on the local situation, in the entire city or municipality.
- The Higher Education Institution heads can declare suspension of classes in their respective schools

LEVEL 4 RESPONSE:

Criteria:

- Confirmed cases of 2019-nCoV ARD in the country
- Confirmed community-level transmission

Appropriate Response:

- Suspension of classes in the affected school(s)
- Report to Local Health Office (MHO/CHO) and/or regional DOH Center for Health Development

Recommendation on Class Suspension

- If there is community-level transmission in a city or municipality or several cities or municipalities, the Division Superintendent can declare the suspension of classes in the affected cities/municipalities; or depending on the local situation in the entire province
- If there is a community level transmission in two or more provinces the regional director of DepEd/ CHED/ TESDA can declare the suspension of classes in the affected provinces or, depending on local situation, in the entire region
- The Higher Education Institution Heads can declare suspension of classes in their respective schools




Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

DEPARTMENT OF HEALTH ADVISORY ON USE OF MASKS

The public is enjoined to judiciously use masks to prevent the shortage of surgical masks and N95 masks.

1. People in good health do NOT need to use face masks.
2. Use of surgical face masks is ONLY recommended for:
 - a. Persons caring for the sick
 - b. Persons with respiratory infection/symptoms coughing, sneezing, and/or have fever
 - c. Healthcare and other frontline workers (e.g. BI, PNP)
3. N95 masks must be reserved for healthcare and other frontline workers who are:
 - a. Attending to patients with respiratory infection/symptoms (cough, colds) or patients under investigation
 - b. Entering rooms of PUIs or confirmed nCoV patients to provide care or clean/disinfect the environment, or obtain clinical specimens (note: with complete PPE)
 - c. Handling clinical specimens, soiled medical supplies or equipment, or come in contact with potentially contaminated environmental surfaces

In all settings, masks should be used in combination with frequent hand hygiene with alcohol-based hand rubs or soap/water.


FRANCISCO T. DUQUE III, MD, MSc
Secretary of Health



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY


**DEPARTMENT OF HEALTH ADVISORY ON CONCERTS
AND OTHER PUBLIC EVENTS AND GATHERINGS**

With the ongoing threat of the spread of the 2019 novel Coronavirus (2019-nCoV ARD), the Department of Health strongly urges the public to avoid attending, participating in, and organizing events that draw a huge number of attendees. The DOH likewise recommends the cancellation of such planned big events or mass gatherings until further advice.

To further minimize the risk of contracting 2019-nCoV ARD, the public is advised to avoid crowded places and continue to practice self-protection measures.

The DOH has set up a Command Center which will focus solely on 2019-nCoV ARD to expedite coordination and communication among government agencies involved in the response and management efforts.

We would like to assure the public that all measures to contain the potential spread of 2019-nCoV infection are being explored, studied, and implemented to keep the Filipino people safe from the threats of this infectious disease.


FRANCISCO T. DUQUE III, MD, MSc
Secretary of Health