
	<p style="text-align: center;"> Republic of the Philippines Department of Education Region I SCHOOLS DIVISION OFFICE OF ALAMINOS CITY Alaminos City DIVISION MEMORANDUM </p>		<p> Document Code: SDO-ALC-OSDS- SDS- QF-001 Revision: 00 Effectivity Date: 11-16-2018 </p>
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DIVISION MEMORANDUM
DM-2020- 132

To : Heads of Public and Private Elementary and Secondary Schools and Higher Education Institutions (HEIs) Offering Senior High School

From : The Office of the Schools Division Superintendent

Subject: **Suspension of Classes Effective March 16, 2020**

Date : March 13, 2020

1. As per the latest directive from the Provincial Government, classes in all public and private elementary and secondary schools and HEIs offering senior high school are suspended effective March 16, 2020.
2. In view of this development, public schools are advised to observe the following reminders (private schools may adopt the same):
 - a. That the current School Year has ended;
 - b. That scheduled final examinations are cancelled;
 - c. That grades of learners will be computed using a transmutation table that the DepEd Central Office will provide soon to rate learners based on available records of performance/ accomplishment in the class;
 - d. That our teaching personnel should not be required to report to work, except on some matters of urgency;
 - e. That school heads may give further instructions to teachers as regards school forms;
 - f. That non-teaching personnel shall continue to report to schools/offices until further notice from the LGU and/or the national government.
3. As to the conduct of the Early Language Literacy and Numeracy Assessment (ELLNA), National Achievement Test (NAT) for Grade 6 and Basic Education Exit Assessment (BEEA) for Grade 12, these shall be administered as scheduled. The field will be advised promptly on any eventual notice of changes from the Bureau of Education Assessment (BEA).
4. For information and strict compliance.


DR. LORNA G. BUGAYONG, CESO VI
 Schools Division Superintendent