



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V—BICOL

**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

April 2, 2024

DIVISION MEMORANDUM

No. 114, s. 2024

**PREVENTIVE MEASURES FOR PROTECTION IN CASES OF EXTREME HEAT INDEX  
IN THE WORKPLACES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors/OIC  
CID and SGOD Personnel  
OSDS Unit Heads and Personnel  
Public Elementary and Secondary School Heads  
All Others Concerned

1. As part of the Department of Education's MATATAG commitment to promote the welfare of learners and personnel and ensure a conducive learning environment, this Office provides this **Preventive Measures for Protection in Cases of Extreme Heat Index in the Workplaces**.
2. To avoid physical harm from the increasing temperatures brought by the El Niño phenomenon, the following measures shall be observed:
  - a. Proper hydration by facilitating availability of clean drinking water and encouraging frequent drinking.
  - b. Regular checking of facilities for drinking and repair as needed to ensure its functionality.
  - c. Adequate ventilation, use of electric fans and opening of windows as the case may require.
  - d. Avoidance of outdoor activities or prolonged direct exposure to the sun during peak heat hours
  - e. Use of wet towels applied to the head and whole body for those experiencing heat fatigue or exhaustion
  - f. Use of light comfortable clothes for learners with compliance to DepEd Order No. 46, s.2008 entitled Proper School Attire. For the School personnel, the prescribed DepEd uniform may not be strictly observed provided that they adhere to Republic Act 6713 of the Code of Conduct and Ethical Standards of Public Officials and Employees and the Civil Service Commission Memorandum Circular No. 19, s. 2000 the Revised Dress Code Prescribed for all Government Officials.

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DM 31, s. 2019 DM Rev. 01



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- g. Avoidance of foods exposed to prolonged heat while refrigeration of food items vulnerable to spoilage in compliance with basic food safety standards is advised.
  - h. Cautious monitoring of school canteen food products and discouragement of external sources with uncertain sanitation practices.
  - i. Immediate reporting of increased incidence of epistaxis or nose bleeding, headaches or dehydration signs to the School Health and Nutrition Section team.
3. Pursuant to DepEd Order 37, s.2022 entitled “Guidelines on the Cancellation of Natural Disasters, Power Outages/ Power Interruption and other Calamities, this Office also reiterates that School Heads may suspend on-site classes and shift to Modular Distance learning or other learning modalities as the need may arise provided that this office is timely informed.
4. Expenses for the facilitation of the above measures may be charged against local MOOE subject usual budget and auditing rules and regulations.
5. Partnership with the LGU or other stakeholders for the interventions needed is encouraged.
6. For queries and concerns, Dr. Joanne G. Sebastian, Medical Officer, may be reached through 09989752024 or email [depmedicalsection@gmail.com](mailto:depmedicalsection@gmail.com).
7. Compliance to this Memorandum is desired.

BY THE AUTHORITY OF THE SCHOOLS DIVISION SUPERINTENDENT:

**FERNANDO C. MACARAIG**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

