



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

13 Oct 2025

DIVISION MEMORANDUM

No. 639, s. 2025

**PREVENTION AND CONTROL OF INFLUENZA-LIKE
ILLNESSES IN SCHOOLS AND OFFICES**

To: OIC-Assistant Schools Division Superintendent
OIC-CID Chief Education Supervisor
OIC-SGOD Chief Education Supervisor
Education Program Supervisors
School Heads/OICs (All Public & Private Schools)
All Others Concerned

1. Considering the increasing number of reported cases of influenza-like illness (cough, colds, fever, sore throat, body pain, fatigue, and chills) in schools and offices, this Office, through the School Health and Nutrition Section, instructs all schools and offices to take precautionary measures to prevent the spread of these infections within the school and office community:

- a. **Face Mask:** Wearing face masks in enclosed spaces such as classrooms, offices, and canteens is encouraged but not required. However, students exhibiting flu-like symptoms or fever are strongly advised to wear a mask while in the classroom.
- b. **Hand Hygiene:** Regular handwashing using proper techniques, emphasizing the use of soap and water for at least 20 seconds. Ensure that hand sanitizers containing at least 60% alcohol are readily available in classrooms and common areas. Inspect handwashing facilities to ensure that soap is accessible.
- c. **Respiratory Hygiene:** Advise students and personnels to cover their mouth and nose with a tissue or their elbow when coughing or sneezing. Make tissues and touch-free disposal bins easily accessible.
- d. **Regular Cleaning and Disinfection:** Enforce stringent cleaning and disinfection procedures, placing particular emphasis on frequently touched surfaces, within classrooms, common areas, and restrooms. It is strongly recommended to establish a routine for disinfecting classrooms every after class.
- e. **Good Ventilation:** Ensure classrooms are well-ventilated by opening windows and doors when possible. Proper ventilation can help reduce the concentration of airborne viruses.
- f. **Sick Leave/Stay at Home Policies:** Encourage students and personnel to stay home when they are sick for recovery and seek immediate consultation.
- g. **Strengthen the Immune System:** Eat a balanced diet, stay hydrated, exercise, get sufficient sleep, and take vitamins as needed.

2. School Heads are instructed to inform and reiterate to classroom advisers the habitual checking of attendance and welfare of learners at the start of the class.
3. For inquiries and clarifications, please email Dr. Gian Paul G. Creencia, Medical Officer III, at gian.creencia@deped.gov.ph.
4. Immediate dissemination of this Memorandum is earnestly desired.

HOMER N. MENDOZA

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

Encl.: None

Reference: As stated

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

HEALTH EDUCATION

sgod/maa/10-13-2025