

Republic of the Philippines
Department of Education
 SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM
CID-2025- 030

TO: Chief Education Supervisor, CID
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
 OIC, Schools Division Superintendent

SUBJECT: **REITERATION OF DEPED ORDER NO. 22, S. 2024 - REVISED GUIDELINES ON CLASS AND WORK SUSPENSION IN SCHOOLS DURING DISASTERS AND EMERGENCIES AND THE CRAFTING OF THE LEARNING AND SERVICE CONTINUITY PLAN (LSCP)**

DATE: August 11, 2025

1. Per MEMORANDUM CLMD-2025-206 from Nicolas T. Capulong, PhD, CESO III, Director IV, Regional Director dated July 28, 2025 on the above cited subject, Reiteration of DepEd Order No. 22, s. 2024 titled "Revised Guidelines on the Suspension of Classes and Work in Schools during Disasters and Emergencies", for information, reference, and guidance of all concerned.

2. School Heads are requested to prepare and submit their school Learning and Service Continuity Plan (LSCP) after the orientation to be conducted by the CID ADM Focal Person and SGOD DRRM Focal Person. The following schedule must be observed to ensure 100% submission of the LSCP:

DATE	ACTIVITIES	PERSON'S INVOLVED
August 22, 2025	Conducting Online Division Orientation on DepEd Order No. 22, s. 2024 and Crafting of the LSCP	ADM Focal Person DRRM Focal Person
August 26, 2025	Checking of the LSCP at the District level	Public Schools District Supervisor District DRRM Coordinator
August 27-29, 2025	Submitting the checked LSCP to the Division Office through the Records Section	District Administrative Officers (AOs) Records Personnel
September 1-5, 2025	Reviewing of the LSCP for the Approval of the SDS	ADM Focal Person DRRM Focal Person



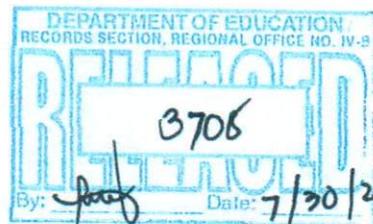
September 8-10, 2025	Uploading of the submitted, approved, and signed LSCPs to the specified folder per district through the google drive link: https://drive.google.com/drive/folders/1imWz7q7KISH-YTtjCKETCvkGhbT3NJYP?usp=drive_link Filling of school data from the approved LSCP for consolidation through the link to be uploaded later.	School Heads (Elementary and Secondary)
September 15, 2025	Deadline of the Division Summarized LSCP	ADM Focal Person DRRM Focal Person

3. Attached is the Learning and Service Continuity Plan (LSCP) template with a file name ADM-LSCP for (EiE), DepEd Order No. 22, s. 2024, and Memorandum CLMD-2025-206 at [google drive link: https://drive.google.com/drive/folders/17Eq5ximS5udUb6bCLT0LNRglxunaOA2Q?usp=drive_link](https://drive.google.com/drive/folders/17Eq5ximS5udUb6bCLT0LNRglxunaOA2Q?usp=drive_link) for school heads' reference.

4. For immediate dissemination and strict compliance.



Republic of the Philippines
Department of Education
MIMAROPA REGION



Office of the Regional Director

MEMORANDUM
CLMD-2025-306

TO : ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
CHIEF EDUCATION SUPERVISORS, CLMD AND CID
REGIONAL AND DIVISION FOCAL PERSONS OF KHAN ACADEMY
ALL OTHERS CONCERNED

FROM : 
NICOLAS T. CAPULONG, PhD, CESO III
Director IV
Regional Director

SUBJECT : REITERATION OF DEPED ORDER NO. 22, S. 2024 – REVISED
GUIDELINES ON CLASS AND WORK SUSPENSION IN SCHOOLS
DURING DISASTERS AND EMERGENCIES AND THE CRAFTING
OF THE LEARNING AND SERVICE CONTINUITY PLAN (LSCP)

DATE : July 28, 2025

In reference to **DepEd Order No. 22, s. 2024** titled “*Revised Guidelines on the Suspension of Classes and Work in Schools during Disasters and Emergencies*”, the Department of Education reiterates the need for all field offices and schools to **ensure preparedness, safety, and the continuity of learning and delivery of basic education services during disruptions** caused by disasters, calamities, or other emergencies.

One of the key components of this issuance is the **Learning and Service Continuity Plan (LSCP)**, which provides a framework for:

- Ensuring the continuity of education delivery through appropriate learning modalities and interventions;
- Ensuring the safety and welfare of learners, teachers, and non-teaching personnel;
- Sustaining essential support services during emergency situations;
- Identifying roles and responsibilities of school personnel during suspensions of classes and work;
- Coordinating with LGUs and concerned agencies for decision-making and disaster response.

In line with this, all **Schools Division Offices (SDOs)** are directed to **ensure that all public schools under their jurisdiction to craft, update, and submit their LSCPs**
CLMD/JSE



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in accordance with the templates and standards provided in DepEd Order No. 22, s. 2024.

All schools are required to **craft or update LSCPs** in accordance with the provisions set forth in DepEd Order No. 22, s. 2024. The LSCP must clearly outline strategies to ensure the uninterrupted delivery of learning through appropriate modalities such as modular, online, or blended learning during periods of class and work suspension caused by disasters or emergencies. It should also define protocols for ensuring the safety and well-being of learners, teaching, and non-teaching personnel, and must include contingency measures for sustaining support services such as school feeding, psychosocial support, and communication systems.

The LSCP must be context-based, risk-informed, and inclusive, reflecting the specific hazards, risks, and vulnerabilities in the school and its surrounding communities. Schools must work collaboratively with their respective Disaster Risk Reduction and Management (DRRM) coordinators, barangay officials, and local government units in crafting responsive and realistic continuity plans. Likewise, each LSCP should specify the roles and responsibilities of key personnel during class or work suspension, ensuring that communication and action lines remain clear and functional.

To facilitate timely compliance, all public elementary and secondary schools are directed to submit their updated LSCPs to their respective SDOs on or before **August 30, 2025**. The SDOs, through their DRRM and CID focal persons, shall review and consolidate these submissions and prepare a summary report to be submitted to the Regional Office through the **Curriculum and Learning Management Division (CLMD)** on or before **September 15, 2025**. In addition, the **submitted, approved, and signed LSCPs** must be **uploaded to a division-dedicated Google Drive or shared folder, organized by district**, to ensure systematic documentation and easy access. The **shareable link to this organized drive** shall be officially forwarded to CLMD along with the summary report.

In support of this effort, SDOs are likewise encouraged to **conduct orientation sessions or technical assistance** to capacitate school heads, DRRM coordinators, and planning teams in developing quality and compliant LSCPs. These sessions must emphasize the importance of preparedness, clear coordination protocols, and adaptability in the face of varied emergency scenarios. Furthermore, compliance with the crafting and implementation of LSCPs shall be closely monitored by the School Governance and Operations Division (SGOD) and included in the region's periodic reporting on DRRM and school safety.

Finally, schools are encouraged to **regularly review and enhance their LSCPs** through post-disaster evaluation and after-action reviews to strengthen their capacity for learning continuity and effective emergency response. For reference, the full copy of **DepEd Order No. 22, s. 2024** may be accessed through this link: https://www.deped.gov.ph/wp-content/uploads/DO_s2024_022.pdf

Should there be clarifications, all concerned may contact Dr. Wendell I. Formalejo, Chief-CLMD, and John S. Eviota, EPS-CLMD/ Regional ADM Focal Person through mimaropa.region@deped.gov.ph cc. john.eviota@deped.gov.ph.

Immediate dissemination of and compliance with this Memorandum are desired.