



Republic of the Philippines  
**Department of Education**  
 REGION X-NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

DEPED MALAYBALAY CITY DIVISION:  
 RELEASED  
 DATE: 3/23/20 TIME: 3:35  
 BY: [Signature]

**Division Memorandum**

No. 157 series of 2020

**TO:** Assistant Schools Division Superintendent  
 Chief Education Supervisors, SGOD and CID  
 Elementary and Secondary School Heads  
 This Division

**FROM:** *For the Schools Division Superintendent*

*[Signature]*  
**SUNNY RAY F. AMIT**  
 Assistant Schools Division Superintendent

**DATE:** March 23, 2020

**SUBJECT: CLARIFICATION OF THE NUMBER OF SCHOOL DAYS FOR THE SCHOOL YEAR 2019-2020**

1. This Office informs the field on the advisory release by the Office of the undersecretary for Curriculum and Instruction dated March 20, 2020. Attached is the advisory for reference of the computation of the actual number of days illustrating the activities covered during the suspension of classes during the implementation of community quarantine.

2. Queries related to this can be relayed to **Vince G. Sanmiguel**, Senior Education Program Specialist, Planning and Research Section at 09778091 156.

Encls.: As stated

Vgsm3/23/2020

**TO BE POSTED IN THE WEBSITE**



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Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

## ADVISORY

20 March 2020

1. This is in reference to DepEd Order (DO) No. 007, s. 2019 "School Calendar for School Year 2019-2020," DO No. 11, s. 2018 "Guidelines on the Preparation and Checking of School Forms" and DO No. 2, s. 2020 "Multi-Year Implementing Guidelines on the Conduct of the K to 12 Basic Program End-of-School Year Rites."
2. As prescribed in DepEd Order No. 007, s. 2019, 203 days shall be the total number of school days that shall be reflected in School Form 9 (SF9), Learner's Progress Report Card.
3. To determine the Number of Days Present, the actual number of days the learner was present shall be reflected. However, on days that classes were suspended, there is a need to qualify by indicating the number of days classes were suspended and Alternative Delivery Mode (ADM) was undertaken, e.g. 15 days suspended with ADM option. The number of days the learner was absent within the month prior to the class suspensions/Enhanced Community Quarantine (ECQ) period shall be reflected. For purposes of compliance with the required 80 percent attendance of a learner, the total actual absences prior to class suspensions will be the basic consideration. This means that a learner whose percentage of absence ( $\text{No. of Days Absent} / 203 \text{ days} \times 100 = \text{Percentage of Absence}$ ) is lower than 20 percent shall be deemed to have met the attendance requirement for the school year.

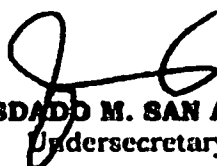
**Sample Illustration:**

	Feb	Mar	Apr
Number of School Days	19	22 (15 days suspension of classes with ADM option)	3 (3 days suspension of classes with ADM option)
Number of Days Present	19	6 *Excluding days of class suspensions due to ECO	0 * Excluding days of class

Days absent shall be deducted. If a learner was absent for one (1) day in March within the seven (7) days without suspension, 6 must be reflected instead of 7.

			suspensions due to ECQ
Number of Days Absent	0	1	0

4. The suspension of classes from March 15 to April 14, 2020 is in compliance with the directives of the President, and the Memorandum issued by the Executive Secretary entitled "Community Quarantine over the entire Luzon and further Guidelines for the Management of the Corona Virus Disease 2019 (COVID-2019, and in accordance with DepEd Memorandum No. 42, s. 2020 entitled "Guidelines on the Alternative Work Arrangements in the Department of Education in Light of the COVID-19 Stringent Social Distancing Measures.
5. Pursuant to DO No. 007, 2019 and DO No. 002, s. 2020, the date of graduation/moving up that shall be reflected in the diploma/certificate shall be any date between March 30 to April 17, 2020, depending on the date of actual conduct of the ceremonies. In cases where graduation/moving up ceremonies cannot be held, the date to be reflected shall be April 3, 2020.
6. For any clarifications or inquiries, please contact the Office of the Director IV, Bureau of Learning Delivery at email address [bld.od@deped.gov.ph](mailto:bld.od@deped.gov.ph) or through telephone numbers 8636-6540/8637-4347.

  
**DIOSDADO M. SAN ANTONIO**  
 Undersecretary