



EXECUTIVE ORDER NO. 04

Series of 2025

DECLARING SUSPENSION OF CLASSES IN ALL LEVELS FOR PUBLIC AND PRIVATE SCHOOLS IN LOS BAÑOS, LAGUNA IN TIMES OF DISASTERS AND EMERGENCIES

WHEREAS, Section 16 of Republic Act No. 7160 otherwise known as the Local Government Code of 1991 states that every local government unit shall exercise the powers expressly granted, those particularly implied therefrom, as well as the powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare of the people within its territorial jurisdiction, and the public in general;

WHEREAS, Executive Order No. 66 s. 2012 dated January 9, 2012 provided for "Prescribing Rules on the Cancellation of Suspension of Classes and Work in Government Offices Due to Typhoons, Flooding, Other Weather Disturbances, and Calamities";

WHEREAS, the Department of Education issued Department Order No. 22. S. 2024 dated December 23, 2024 re: "Revised Guidelines on Class and Work Suspension in Schools During Disasters and Emergencies";

WHEREAS, the Department of the Interior and Local Government issued Memorandum Circular No. 2025-051 dated May 26, 2025 re: "Listo sa Tag-Ulan: Preparedness Measures of Local Government Units for the Rainy Season CY 2025";

WHEREAS, it is necessary to take proactive steps to promote the welfare, safety and security of the student populace in all levels;

NOW THEREFORE, I, NEIL ANDREW N. NOCON, Municipal Mayor of the Municipality of Los Baños, Province of Laguna, by the virtue of the powers vested upon me by law, do hereby order the following:

Section 1. Timely Declaration of Class Suspension. The Office of the Municipal Mayor shall immediately suspend classes at all levels - including both public and private schools - in areas anticipated to be heavily affected by tropical cyclones and other weather disturbances in accordance with existing applicable rules and regulations.

Section 2. Causes of Class Suspension.

a. Typhoons and Tropical Cyclones

The suspension of classes due to typhoons and tropical cyclones will follow PAGASA's Tropical Cyclone Wind Signals (TCWS) and Executive Order No. 66, s. 2012.

PAGASA TCWS	Suspension
TCWS 1	Classes for Kindergarten in the affected area shall be automatically suspended

TCWS 2	Face to face Classes for Kindergarten and Elementary to Junior High School (JHS) or Grade 10 in the affected area shall be automatically suspended; provided that Elementary and JHS will shift to modular distance learning, performance tasks, projects, or make-up classes based on their Learning and Service Continuity Plan (LSCP) to ensure that learning competencies are met.
TCWS 3 or above	Classes and work in all levels in the affected area shall be automatically suspended.

If the TCWS is issued at a time when classes have already begun, the school shall immediately suspend the classes and work and send everyone home, if it is safe to do so. However, schools are obligated to keep the students and personnel safe in school if traveling has become unsafe.

b. Heavy Rainfall and Flood

Suspension of classes for heavy rainfall will depend on the Rainfall Warning by the Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA).

PAGASA Rainfall or Flooding Warning	Suspension
Yellow Warning (Rainfall) Alarm Water (Flooding) Level	For areas in the province/city/municipality with torrential rains/flooding and based on the assessment of the school, the learners and personnel are still exposed to various risks, the SDS shall coordinate with the local government unit (LGU) for localized school suspensions. The LCE shall decide on the suspension of face to face classes, and work in schools, provided that schools will shift to modular distance learning, performance tasks, projects, or make-up classes based on their LSCP to ensure that learning competencies are met.
Orange or Red Warning (Rainfall) and Critical Water Level (Flooding) at a time when classes have already begun for the day	The school head shall immediately suspend classes and work from Kindergarten to Grade 12 and ALS and. send everyone home if it is safe to do so. However, schools are obligated to keep the learners and personnel safely in school if traveling has become unsafe.
Orange or Red Warning and Critical Water Level (Flooding) at a time when classes have not yet started for the day	Classes and work from Kindergarten to Grade 12 and ALS are automatically suspended in schools.

c. Earthquakes

Suspension of classes and work due to earthquakes will depend on the earthquake intensity as reported by the Philippine Institute of Volcanology and Seismology (PHIVOLCS).

PHIVOLCS Intensity	Suspension
V and below	The LCE shall decide on the suspension of face to face classes and work. For localized school suspensions, the SDS shall coordinate with the LGUs, provided that schools will shift to modular distance learning, performance tasks, projects, or make-up classes based on their LSCP to ensure that learning competencies are met.
VI and above	Classes and work in all levels are automatically suspended in all public schools, including ALS. In cases where an earthquake happens while learners are in school, safety procedures shall initially be undertaken, before sending everyone home. However, schools are obligated to keep the learners and personnel safely in school if traveling has become unsafe.

If an earthquake of Intensity VI or higher occurs, the school head shall request from competent authorities (Department of Public Works and Highways [DPWH], local building officials, division engineers, and other competent professionals) to assess the school buildings before allowing students and personnel to return.

d. Power Outages/Power Interruptions/Brownouts

There will be no automatic suspension of classes in the event that there are power outages, interruptions, or brownouts.

e. Extreme Heat Condition

There will be no automatic suspension of classes due to Extreme Heat Conditions. However, in case of unbearable heat, the LCE may still exercise its authority to facilitate localized class suspension based on the situation in their localities. The SDS shall coordinate with the LGUs for localized school suspensions, provided that schools will shift to modular distance learning, performance tasks, projects, or make-up classes to ensure that learning competencies are met.

i. Classes in public day care centers, Kindergarten, Grades 1-12, and the Alternative Learning System (ALS) will be adjusted based on the DOST PAG-ASA Heat Index. A preliminary announcement on class arrangements will be made by 5:30PM on the day before the affected schedule, based on the projected maximum heat index, as follows:

- If the heat index reaches 40°C or 41°C, classes will shift to limited face to face and other alternative learning modes.
- If the heat index reaches 42°C or higher, all face to face classes will be fully suspended, and learners will transition to other alternative learning modes.
- If the heat index differs from the forecast, adjustments to class arrangements may be announced as necessary.

ii. The suspension of classes in higher education and private basic education institutions due to extreme heat index shall be at the school's discretion.

f. Low Air Quality / Vog (Volcanic Fog)

Suspension of classes for Low Air Quality and Volcanic Fog will depend on the Particle Matter 2.5 Air Quality Index as reported by the Environment Management Bureau (EMB) of the Department of Environment and Natural Resources (DENR).

Air Quality Index Levels	Suspension
Acutely Unhealthy (Purple) PM 2.5 between 55.1 - 90	The LCE shall decide on the suspension of face to face classes. The SDS shall coordinate with the LGUs for localized school suspensions, provided that schools will shift to modular distance learning, performance tasks, projects, or make-up classes based on their LSCP to ensure that learning competencies are met.
Emergency (Maroon) PM 2.5>91	Classes and work shall be automatically suspended.

g. Other Emergencies and Hazards

In cases of other calamities, emergencies, and hazards not enumerated above that may threaten the welfare and safety of learners and school personnel, the school heads, or the district or division ALS coordinator may suspend classes, and work as may be appropriate; provided that there is the necessary coordination with the LCE and SDS.

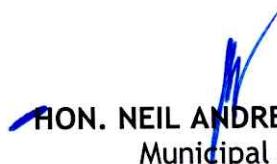
Section 2. Implementation. The Office of the Municipal Mayor, through the Department of Education-Los Banos Sub-District Office, Philippine National Police, and Municipal Public Safety Office and all other implementing offices are hereby tasked to assist in the implementation of this Order and strictly adopt and implement security measures.

The Office of the Municipal Mayor through the Public Information Office shall issue the necessary advisory to this effect.

Section 3. Separability Clause. If any provision of this Order is found to be unconstitutional or inconsistent with any national or local laws, ordinances, or resolutions, all the other provisions thereof and shall remain in full as applicable.

Section 4. Effectivity. This Order shall take effect immediately.

DONE this 14th day of July, 2025 at Los Baños, Laguna.


HON. NEIL ANDREW N. NOCON
Municipal Mayor



Republic of the Philippines
Province of Laguna
Municipality of Los Baños
Special Science and Nature City

RECORDS MANAGEMENT OFFICE

3/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030
Tel. Nos. : (049) 530 2981; 530 2952; 530 2953; 530 2818 Local: 3016



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NO	DEPARTMENT/UNIT	PRINTED NAME	DATE RECEIVED	SIGNATURE
1	Office of the Mayor	ANTONIO J. MARIBASA	7-17-25	
2	Municipal Administrators Office	Chell	7-17-25	
3	Liga President	RICHARD	7-17-25	
4	Municipal Disaster Risk Reduction Management Office	WILHELM	7-17-25	
5	Municipal Accounting Office	Rose	7/17/25	
6	Municipal Budget Office	Emy	7-17-25	
7	Municipal Engineering Office	MARIE	7/17/25	
8	Municipal Health Office	Kath	7/17/25	
9	Municipal Planning and Development Office	berne	7/17/25	
10	Municipal Treasury Office	lenn	7/17/25	
11	Municipal Agriculturist Office	Eric Dela Peña	7/17/25	



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NO	DEPARTMENT/UNIT	PRINTED NAME	DATE RECEIVED	SIGNATURE
12	Municipal Social Welfare Development Office	NOEL	7/13/25	
13	General Services Office	MAQS	7/17/25	
14	Gender and Development Office	JOY	7-17-25	
15	Municipal Nutrition Office	TRINE	7-17-25	
16	Municipal Urban Development and Housing Office	JHON	7-18-25	
17	Municipal Environment and Natural Resources Office	BUBUT	7/17/25	
18	Public Information Office	Maine	07/17/25	
19	Public Safety Office/TRU	PCM	7/17/25	
20	DILG	Catalina	7/17/25	
21	Beaure of Fire Protection (BFP)	F01 Arianne Alcala	7/18/25	
22	Philippine National Police (PNP)	PSSC ESWOB3N	7/18/25	
23	Department of Education	LOREEN T. O. OCTAVIAN	7/18/25	