



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

October 14, 2025

DIVISION MEMORANDUM

No. 512, s.2025

**AWARENESS, PREVENTION AND CONTROL OF INFLUENZA
AND FLU-LIKE CASES IN SCHOOLS**

To: Assistant Schools Division Superintendents
Division and District Supervisors
Heads, Public Elementary and Secondary Schools
All others Concerned

1. In line with the Department of Education's commitment to ensure the health and safety of all learners and personnel, this memorandum is issued to heighten **awareness, prevention, and control** of influenza and other flu-like illnesses within the school community.
2. Recent reports from local health authorities indicate an increase in the number of reported cases of Influenza (Flu) within schools and communities in Bulacan. In this regard, all teaching and non-teaching personnel are hereby directed to strengthen precautionary and preventive measures to ensure the health and safety of learners and staff.
3. Influenza, commonly known as "Flu", is a highly contagious viral infection caused by influenza viruses. It can be easily transmitted through coughing, sneezing, and close contact with an infected person. Common symptoms include fever, chills, cough, colds (runny or stuffy nose), headache, fatigue (tiredness), and body aches (see Annex A). In children, it can be accompanied by abdominal pain, vomiting, diarrhea and decreased appetite.
4. To prevent transmission, all schools are reminded to implement the following precautionary measures:
 - A. Promote Proper Hygiene and Health Practices



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- a. Regular handwashing with soap and water (*see Annex B*)
 - b. Use of alcohol hand rub with 70% alcohol or alcohol-based sanitizer (*see Annex C*)
 - c. Observe proper cough and sneezing etiquette
 - c. 1. Cover the mouth and nose when coughing or sneezing, and wash hands after (*see Annex D*)
- B. Timely Recognition of Symptoms and Early Intervention
- a. For learners and personnel with flu-like symptoms (fever, cough, sore throat, body pains), the following should be observed:
 - a.1. Notify the SDO nurse in charge of the school/district for proper referral, reporting and monitoring of cases
 - a.2. Wear face masks, observe proper hygiene and seek medical consultation for proper management and intervention
 - a.3. If with symptoms, advise to stay at home until cleared to return to school or work by attending physician
 - b. For schools with suspected or confirmed cases, the following is advised:
 - b.1. Daily disinfection of classrooms, school facilities, and high-touch surfaces (doorknobs, tables, learning materials and equipment) using recommended disinfectants after classes (*see Annex E*)
 - b.2. Ensure adequate ventilation in classrooms and offices by opening windows and allowing proper air circulation
 - b.3. Coordinate with local health units for guidance on monitoring, management, and reporting of influenza-like illness (ILI) cases.
- C. Strengthen Health Education and Awareness
- a. Conduct awareness campaigns on Influenza transmission, detection and preventive measures
 - b. Dissemination of health infographics



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- b.1. Annex A – Signs and Symptoms of Influenza and Influenza-like Illness
- b.2. Annex B - Steps of Proper Handwashing
- b.3. Annex C – Utilization of Alcohol-Based Sanitizers for Hand Rub.
- b.4. Annex D – Proper Cough Etiquette.
- b.5. Annex E – Recommended Disinfecting Solution for Surfaces

D. Implementation of Infection Control Protocols

- a. Conduct school-wide disinfection if with suspect or confirmed case of Influenza
- b. Discourage sharing of personal items such as spoons, cups and utensils
- c. Use of appropriate personal protective equipment (face masks, gloves) when caring for a suspected or confirmed case
- d. Ensure proper ventilation in common areas such as classrooms and canteens.

E. Prevention of Influenza

- a. Encourage yearly influenza vaccination of learners and personnel

- 5. The Schools Division Offices should ensure strict implementation of the aforementioned preventive and control health measures.
- 6. Immediate and widest dissemination of this Memorandum is desired.

[Redacted Signature]

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Annex A. Signs and Symptoms of Influenza and Influenza-like Illness.

Ano ang sintomas ng influenza?
Madalas na sintomas ng flu ay ang sumusunod:

- Lagnat
- Pananakit ng ulo
- Pananakit ng at kasukasuan
- Panginginig
- Sipon
- Pagsusuka
- Pananakit ng lalamunan
- Ubo
- Panghihina ng katawan

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Annex B. Steps of Proper Handwashing.

Paano ba maghugas nang tama?
‘Wag magmadali sa paghuhugas ng kamay:

1 Basain ang kamay gamit ang running water

2 Gumamit ng sabon

3 Kuskusing maigi ang iyong kamay kasama ang pagitan ng mga daliri at likod ng kamay. Gawin ito sa loob ng 20 segundo

4 Banlawan nang maigi ang kamay gamit ang running water

5 Patuyuin ang kamay gamit ang malinis na tuwatya o single-use towel

It's WASH O'CLOCK
Iwas germs at sakit sa loob ng 20 seconds

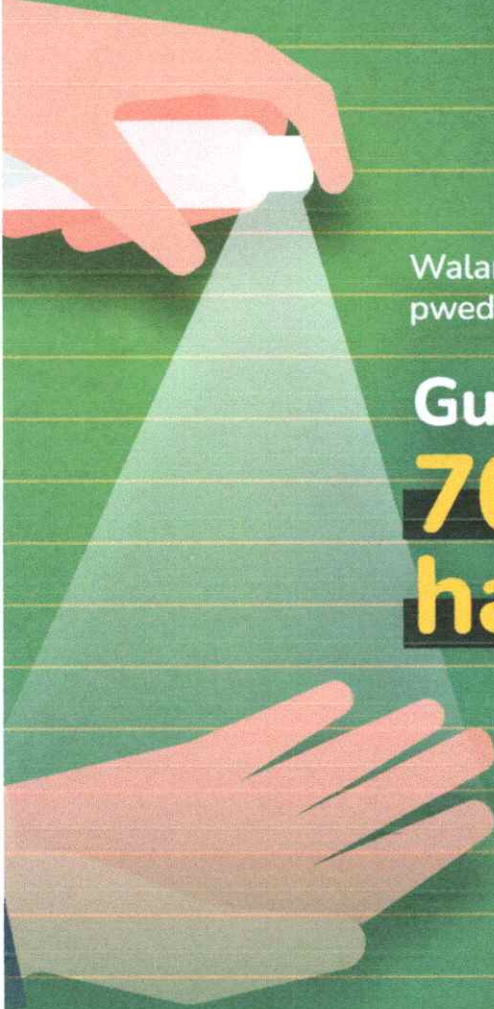
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Annex C. Utilization of Alcohol-Based Sanitizers for Hand Rub.



Walang malinis na tubig na
pwedeng gamitin sa paghugas ng kamay?

**Gumamit ng
70% alcohol o
hand sanitizer**

PAALALA!
Kung may malinis na tubig na magagamit,
mas mainam pa rin na maghugas ng kamay
gamit ang sabon at dumadaloy na tubig mula
sa gripo o tabo.

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Annex D. Proper Cough Etiquette.

Cough Manners

Ang pagtakip sa ilong at bibig ay hindi lamang mabuting asal, nakakatulong ito na mabawasan ang pagkalat ng mga mikrobyo o ng mga nakakahawang virus na kumakalat dahil sa talsik ng laway sa pag-ubo o pagbahin.

Tandaan at gawin ang sumusunod:



Takpan ang ilong at bibig gamit ang braso o tisyu.



Itapon ang ginamit na tisyu sa basurahan.



Ugaliing maghugas ng kamay. pagkatapos umubo o bumahin.

Agad kumonsulta sa pinakamalapit na health facility kapag tumagal ng dalawang (2) linggo ang ubo.



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Annex E. Recommended Disinfecting Solution for Surfaces.

HOW TO DILUTE AND USE BLEACH

WEAR PERSONAL PROTECTIVE EQUIPMENT
When preparing and using diluted bleach

- goggles OR face shield
- gown
- gloves
- closed shoes

PREPARE 0.5% BLEACH SOLUTION
For blood/bodily fluid spills disinfection

1 part
5% bleach
+
9 parts
water
=
0.5%
bleach

PREPARE 0.1% BLEACH SOLUTION
A more diluted bleach solution is suitable for disinfecting other surfaces

1 part
0.5% bleach
+
4 parts
water
=
0.1%
bleach

- ❌ DO NOT store diluted bleach in direct sunlight.
- ✓ Prepare solution in a well-ventilated area.
- ✓ Prepare new daily bleach solution in a container that is clean and dry (e.g. a bucket).
- ✓ Label bucket with concentration, date and time when it was made. Cover with a lid.
- ❌ DO NOT use mixed solutions for more than 24 hours. They are no longer effective.
- ✓ Clean surfaces first with detergent and water before disinfecting with bleach solution.
- ❌ DO NOT spray detergent or diluted bleach directly onto surface, apply with a cloth or paper towel to protect the user.