



UNIVERSITY OF SANTO TOMAS  
OFFICE OF THE SECRETARY-GENERAL

UST:SO06-00-CI46  
A.Y. 2024-2025

TO : THE THOMASIAN COMMUNITY  
FROM : OFFICE OF THE SECRETARY-GENERAL  
RE : UPDATED GUIDELINES FOR THE SUSPENSION OF CLASSES  
DURING INCLEMENT WEATHER  
DATE : 27 January 2025

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The University, through the Office of the Secretary-General, in consultation with the Vice Rector for Academic Affairs, re-issues the *updated* guiding principles, and guidelines on the suspension of classes during inclement weather, *in reference to DepEd Order 22 series 2024*, as follows:

**A. Guiding Principles**

1. The University follows the announcements of the national and/or local government regarding class suspensions during inclement weather.
2. In the absence of any announcement on class suspension, classes shall proceed as scheduled, guided by the **principles of dialogue, flexibility, and accessibility**:
  - a. The decisions on class suspensions are based on the status of the weather in the National Capital Region (NCR), and more specifically in the City of Manila, where the University is located. However, there may be students or academic staff who are located in other areas and may be affected differently, therefore necessitating evaluation of individual contexts.
  - b. Students and academic staff are expected to communicate with their academic officials if they are placed in extraordinary situations that prevent them from participating in classes whether online or onsite. (*Dialogue*)
  - c. Academic officials shall evaluate the requests of students and academic staff to determine valid reasons that may be granted consideration and flexibility given individual contexts and concerns. (*Flexibility*)
  - d. When circumstances allow the conduct of Enriched Virtual Mode (EVM) of instruction, online synchronous sessions shall be recorded and uploaded in the UST Cloud Campus; thus, providing the students access to the recordings as supplemental material for study. (*Accessibility*)





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**B. Guidelines on the Suspension of Classes**

Mode of Instructional Delivery		Tropical Cyclone and Wind Signal (TCWS)									
		Presence of strong rains even if no typhoon signal (e.g., monsoon rains)		TCWS No. 1		TCWS No. 2		TCWS No. 3			
		Typhoon aftermath									
		ALL LEVELS		BASIC EDUCATION (DO_s2024_22)		TERTIARY EDUCATION		JUNIOR HS (DO_s2024_22)		SENIOR HS & TERTIARY EDUCATION	
Online Synchronous Classes	Proceed as scheduled	Proceed as scheduled	Proceed as scheduled	Suspended	Proceed as scheduled	Suspended	Proceed as scheduled. In case of internet connectivity issues, classes may shift to asynchronous.	Suspended	Suspended	Suspended	Suspended
Online Asynchronous Classes	Proceed as scheduled	Proceed as scheduled	Proceed as scheduled	Suspended	Proceed as scheduled	Suspended	Proceed as scheduled	Suspended	Suspended	Suspended	Suspended
Onsite Classes	Proceed as scheduled	Proceed as scheduled	Proceed as scheduled	Suspended	Proceed as scheduled	Suspended	Shift to synchronous or asynchronous classes, as appropriate to outcomes.	Suspended	Suspended	Suspended	Suspended

Note: Those in red texts are updated provisions.





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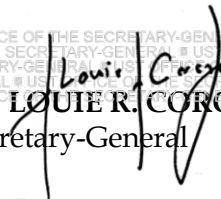
## OFFICE OF THE SECRETARY-GENERAL



As a general rule, if classes and office work are suspended after they have started, Thomasians are allowed in the campus for a maximum of three (3) hours in anticipation of heavy vehicular and foot traffic. Furthermore, announcement of office work suspension will be issued by the Office of the Secretary-General in consultation with the Office of the Vice Rector for Academic Affairs and the Human Resource Department.

We urge the community to observe these guidelines while we take proactive steps to ensure the continuity of academic engagements and productivity despite anticipated interruptions.

Thank you.

  
FR. LOUIE R. CORONEL, OP  
Secretary-General

