

MEMO- 20220901

**DATE** : 25<sup>th</sup> September 2022  
**TO** : **THE MCU COMMUNITY**  
**FROM** : Crisis Management Committee (CMC)  
**SUBJECT** : **Updated Guidelines for Limited and Full Face-to-Face Classes  
(AY 2022 – 2023)**

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In light of the recent developments and emerging protocols issued by government authorities, the following guidelines must be followed:

**I. General Policy:**

1. All students and HEI personnel, regardless of vaccination status, can participate in face-to-face classes.
2. PhilHealth registration is not a requirement for the face-to-face classes.
3. Health Services triage will only be for symptomatic students and HEI personnel.
4. MCU Health and Safety protocols and all the Local and National Government Agencies protocols must be followed.

**A. Health and Safety Protocols:**

1. Students, faculty, and staff who have COVID-19 symptoms shall stay home, and must report their conditions to their professors/supervisors.
2. Everyone who enters the campus must log a paper-based or electronic health declaration
3. Body temperature will be checked at the entrance of the campus. Anyone with a body temperature higher than 37.5 degrees Celsius, even after a five-minute rest, will not be permitted to enter the campus. This individual will be temporarily placed in the isolation room until he/she is transported to his/her home or health facility.
4. Everyone should adhere to the foot traffic system.
5. A well-fitted facemask must be worn properly, except for the following instances:
  - a. Eating and drinking in designated areas,
  - b. Participating in team and individual sports in venues where ventilation standards can be maintained, and
  - c. Practicing outdoor activities where physical distancing can be maintained.
  - d. Open spaces and non-crowded areas with good ventilation, provided that not fully-vaccinated individuals, senior citizens, and immunocompromised individuals are highly encouraged to wear their masks, and physical distancing will be always observed.
6. Everyone is expected to practice hand hygiene and to bring their own hygiene kit.

7. All classrooms, faculty rooms, laboratories, restrooms, and eating areas must be cleaned and disinfected on a regular basis.
8. Health and safety officer will be deployed to check compliance of health and safety protocols

B. Time-based recovery, as outlined in the Quarantine and Isolation Protocols for General Public and Healthcare Workers and Authorized Sectors IATF - For the Management of Emerging Infectious Diseases with (Amendments as of June 04, 2022), will be followed except in the following cases where reverse transcription-polymerase chain reaction (RT-PCR) are required:

- Students who will undergo internship
- When required by their organization (e.g. Philippine Dental Association)

In any case, anyone who tested positive for COVID 19 must obtain a Physician Certificate certifying that they have no signs and symptoms of COVID-19 or present an antigen or RT-PCR negative result prior to onsite reporting.

## II. Policy for Venue Capacity, Suspension and Reopening of Face-to-Face Class

A. Different Alert Levels and the corresponding maximum venue capacity for indoor and outdoor

| Alert Level | Indoor venue capacity  | Outdoor venue capacity |
|-------------|--|------------------------|
| I           | 100%   | 100%                   |
| II          | 50%  | 70%                    |
| III         | 30%  | 50%                    |
| IV and V    | Limited face-to-face classes shall be automatically suspended. All schools shall revert to implementing flexible learning. |                        |

B. Suspension and Reopening Protocol

| Scenario   | Suspension Protocol                        | Reopening Protocol                      |
|--|--|---|
| The locality of the HEI is reclassified to Alert Level 4 or 5. | Automatic suspension for the entire HEI.** | Reclassified to Alert Level 3 or lower. |



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|---|--|---|
| School / building / classroom lockdown for case clustering* | Suspension will be based on the assessment and decision of the Crisis Management Committee (CMC) and upon consultation with the Local Task Force against COVID-19. | Continue limited face-to-face classes after completing contact tracing and disinfection activities and quarantine period for the confirmed and suspected cases. |
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\*A cluster is defined as a group of symptomatic individuals linked by time, geographic location, and common exposures, containing at least one RT-PCR confirmed case or at least two epidemiologically linked, symptomatic (meeting clinical criteria of suspect case definition A or B) persons with positive professional use OR self-test rapid antigen test. Building lockdowns should be done when clustering is reported in two (2) or more rooms of the building.


\*\*For medical education programs, CHED DOH JMC No. 2021-002 will apply

### III. Program-Based Protocol

1. Tertiary and post graduate programs are allowed to conduct face-to-face classes provided that compliance to applicable provisions of CHED-DOH Joint Memorandum Circular No. 2021 - 004 (self-assessment) are met.
  - a. Classroom capacity and the implementation of cyclical shifting models are at the discretion of the Program Chair or Dean, provided they meet the minimum health and safety protocols and the venue capacity policy.
  - b. Suspension of face-to-face classes under specific program or building lockdown is at the discretion of the CMC, based on the Program Chair's or Dean's recommendation.
2. Limited face-to-face classes under the Basic Education Department are permitted, provided that they must adhere to the guidelines outlined in DEPED-DOH-JMC-No.-001-s.-2022.

This memorandum supersedes previous CMC issuances as well as relevant provisions of the MCU Health and Safety Manual.

For everyone's information and compliance.

  
**Mrs. Luningning T. Estanislao, MHA**  
President  
Chair, Crisis Management Committee



References:

1. CHED-DOH Joint Memorandum Circular No. 2021 – 004 - Guidelines on the Implementation of Limited Face-To-Face Classes for all Programs of Higher Education Institution (HEI's) in Areas under Alert Level Systems for COVID-19 Response.
2. Town Hall Meeting with Higher Education Institutions (HEIs) and Local Government Units (LGUs) on the Implementation of Limited Face-to-face Classes for Higher Education 16 November 2021
3. GUIDELINES ON THE NATIONWIDE IMPLEMENTATION OF ALERT LEVEL SYSTEM FOR COVID-19 RESPONSE  
As of June 04, 2022
4. DEPED-DOH-Joint Memorandum Circular-No.001, Series of 2022 Revised Operational Guidelines on the Progressive Expansion of Face-to-Face Learning Modality
5. CMO (CHED Memorandum Order) 1 s. 2022
6. CMO (CHED Memorandum Order) 6 s. 2022
7. CMO (CHED Memorandum Order) 9 s. 2022
8. Memorandum from the Office of the CHED Chairperson, 12 September 2022