



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

SEP 14 2026

MEMORANDUM

LEPTOSPIROSIS PREVENTION, WEEKLY MONITORING, AND REPORTING

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Attached is Regional Memorandum 705, s. 2026, dated August 28, 2026, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. All schools are enjoined to monitor and report leptospirosis cases using the attached prescribed reporting format. Schools shall submit their weekly reports to the SDO **every Friday** for Division consolidation. The SDO shall then submit the consolidated report to the Regional Office every Monday at 3:00 PM. Schools with no recorded leptospirosis cases during the reporting period shall likewise submit a ZERO CASE report.
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

Enclosure: As stated
References: As stated
To be indicated in the Perpetual Index
under the following subjects:

COMMUNICATION

HEALTH EDUCATION

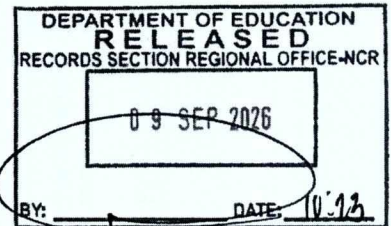
SCHOOLS

MML / DM – Leptospirosis Prevention, Weekly Monitoring and Reporting
370 / Sept 9, 2026

UN-2026-370



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



August 28, 2026

REGIONAL MEMORANDUM

No. 705, s. 2026

RECEIVED BY: *[Signature]*
MARLONA SALONGA
SDO MINTINLUPA (RECORDS UNIT)

To: Schools Division Superintendents
Division Chiefs
All Others Concerned

LEPTOSPIROSIS PREVENTION, WEEKLY MONITORING AND REPORTING

1. The latest Department of Health (DOH) surveillance report released on 28 August 2026 showed that the National Capital Region (NCR) remains among the regions with the highest cumulative number of leptospirosis cases nationwide. As of 27 August 2026, a total of 521 leptospirosis patients had been recorded in Metro Manila, with many cases linked to recent flooding incidents.

2. Relative to this, the School Heads through the Schools Divisions Superintendents are directed to:

- a. Disseminate the attached Advisory to all DepEd NCR personnel, learners, and parents;
- b. Include leptospirosis prevention reminders during flag ceremonies, homeroom guidance sessions, classroom meetings, and parent engagement activities;
- c. Coordinate with local health authorities for health education campaigns and immediate referral of symptomatic learners and personnel;
- d. Monitor and report any suspected or confirmed cases
 - i. Establish and maintain an updated record of suspected, probable, and confirmed leptospirosis cases involving learners and DepEd personnel.
 - ii. Immediately report suspected, probable, and confirmed cases to their respective SDOs;
 - iii. Monitor absenteeism related to leptospirosis and other flood-related illnesses;
 - iv. Coordinate with local health authorities for verification and appropriate intervention; and
 - v. Ensure compliance with applicable data privacy and health information confidentiality requirements.

3. All concerned are enjoined to ensure strict compliance with this Memorandum to protect the health and well-being of learners and personnel and to facilitate timely implementation of preventive and responsive measures.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

4. For immediate dissemination.

JOCELYN DR ANDAYA 
Regional Director, NCR
Concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations

essd/glc



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ENCLOSURE NO. 2

WEEKLY LEPTOSPIROSIS MONITORING AND REPORTING TEMPLATE

For Learners and DepEd NCR Personnel

School/Office: _____

Division: _____

Reporting Week: _____

A. Summary of Cases

Category	Learners	Teaching Personnel	Non-Teaching Personnel	Total
Suspected Cases				
Confirmed Cases				
Hospitalized Cases				
Recovered Cases				
Deaths (if any)				

B. Case Details

Name (Optional Code for Privacy)	Learner/ Personnel	Age	Sex	School/Office	Date of Onset of Symptoms	Case Classification	Hospitalized (Y/N)	Current Status

C. Actions Taken

Please check (✓) all applicable interventions conducted during the reporting week:

- ☐ Health advisory dissemination to learners and personnel
- ☐ Classroom/office health education sessions conducted
- ☐ Coordination with Local Health Office/City Health Office



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

- ☐ Referral of suspected cases to health facilities
 - ☐ Rodent control and environmental sanitation activities
 - ☐ School or office clean-up activities
 - ☐ Monitoring of absenteeism
 - ☐ Other interventions (please specify): _____
- D. Remarks and Recommendations

Prepared by: _____
Date: _____

Noted by:

School Head



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Department of Education
NATIONAL CAPITAL REGION

ENCLOSURE NO. 3

Weekly Leptospirosis Monitoring Report (No Reported Cases)

Schools Division Office: _____

School/Office: _____

Reporting Week: _____

Certification of Zero Cases

This is to certify that, based on monitoring conducted during the reporting period indicated above, there were:

- No suspected leptospirosis cases
- No probable leptospirosis cases
- No confirmed leptospirosis cases
- No leptospirosis-related hospitalizations
- No leptospirosis-related deaths
- among learners, teaching personnel, and non-teaching personnel in this school/office.

Preventive Measures Conducted During the Reporting Week

Please check (✓) all applicable activities:

- ☐ Dissemination of leptospirosis advisories
- ☐ Health education campaign conducted
- ☐ School clean-up and sanitation activities
- ☐ Rodent control measures implemented
- ☐ Monitoring of absences related to illness
- ☐ Coordination with local health authorities
- ☐ Other activities (please specify): _____

Remarks

Prepared by:

Date: _____

Certified Correct:

School Head/Office Head

Division Consolidated Zero-Case Report

Schools Division Office: _____