



**OFFICE OF THE CHAIRPERSON  
COMMISSION ON HIGHER EDUCATION**

**Guidelines for the Prevention, Control and Mitigation of the Spread of  
Coronavirus Disease 2019 (COVID-19) in Higher Education Institutions (HEIs)**

**CHED ADVISORY NO. 4  
14 March 2020**

---

This refers to Joint Resolutions Nos. 11 and 12 (s. 2020) of the Inter-agency Task Force for the Management of Emerging Infectious Diseases (Task Force) established under Executive Order No. 168 (s. 2014), relative to the recommendations for the management of the COVID-19 situation and, in light of the decision of our health officials to raise the Code Alert System for the COVID-19 in the country to Code Red Sublevel 2, following the sharp increase in the number of confirmed COVID-19 cases throughout the country.

Pursuant to the Memorandum from the Executive Secretary dated 13 March 2020 which provides stringent social distancing measures and further guidelines for the management of the coronavirus disease (COVID-19) situation, the Commission on Higher Education (CHED) hereby provides the terms of the Resolution that directly affect all Higher Education Institutions (HEIs), and issues this advisory to all HEIs. This advisory should be read in conjunction with CHED's previous COVID-19 advisories (Nos. 1, 2 and 3):

- Classes in Metro Manila shall continue to be suspended until April 14, 2020.
- A community quarantine is imposed over the entire NCR beginning March 15, 2020 to April 14, 2020. HEIs should abide by the directives of the Department of Health (DOH) and the Department of Interior and Local Government (DILG) in the imposition of general and enhanced community quarantine in their respective jurisdictions.
- HEIs in Metro Manila that are still using the old academic calendar (i.e. school year ends in March or April) will be required to move or cancel their graduation ceremonies to comply with the restriction on mass gatherings.
- HEIs that have shifted their academic calendar (i.e. school semester starts in January) do not need to postpone or cancel graduation but may need to adjust their semester as needed, adopt different delivery modes of teaching, and provide make up classes to compensate for the 30-day class suspension.
- HEIs should ensure that employees who are part of the skeletal force observe social distancing and practice precautionary measures directed by the DOH.

- Domestic travel (air, sea and land) to and from Metro Manila will be restricted during the community quarantine period. HEIs should immediately instruct students, faculty, and staff currently in Metro Manila to go home if their primary residence is outside of Metro Manila. HEIs should exercise leniency on their policies concerning student absences and student leaves. Students who are absent for 30 days as a result of the community quarantine should not be dropped from their classes.
- Students who are sick of respiratory symptoms, should contact a health professional. Students who may have close contact with persons with COVID-19 must do self-quarantine at home for 14 days. Any student who will go outside of his or her home is advised to wear a mask.
- Outside of the National Capital Region, depending on the threat posed by COVID-19, local government units have the discretion to suspend classes within its respective jurisdiction provided that, measures and arrangements are in place to allow the students to continue fulfilling their requirements. Whenever a class suspension is ordered, HEIs should inform the students of the importance in remaining in their homes during class suspension.
- HEIs must work and coordinate with their local governments if they need to suspend classes, adjust their semesters or cancel other events within their universities and colleges.

There may be changes and additions to the President's directive, as the IATF will be meeting on a regular basis to assess the pandemic situation. In the meantime, CHED advises all HEIs especially those outside of the National Capital Region to:

- Urgently develop contingency plans in case their localities will be declared under quarantine.
- Perform environmental cleaning and disinfection procedures for all buildings with emphasis on frequently touched surfaces (e.g. doorknobs, light switches, desktops or countertops etc.).
- Mass gathering is discouraged. Consider cancelling or postponing big group activities and events. If the HEI is unable to cancel or postpone the event, the organizer should guarantee strict compliance with Department of Health (DOH) guidelines on space limitation and social distancing. The organizer must take full responsibility for the event.
- HEIs with students scheduled to go abroad for internship or OJT programs are enjoined to suspend the students' departure and negotiate with their partner institutions to adjust their program until the situation is under better control.
- Suspend participation of students, staff and faculty in seminars, workshops and other events, especially those that involve travel outside the province.
- Continue to remind students, staff, faculty and administrators to practice personal preventive measures such as proper hand hygiene, cough etiquette, and social distancing. Everyone should avoid visiting public places and/or attending big gatherings at this critical time.

- Regularly inform and update the CHED Regional Office (CHEDRO) in their area on activities and developments in their campuses to ensure that the CHEDRO and CHED Central Office can give any advice and support as needed

CHED continues to monitor the situation in coordination with DOH and the IATF and will provide updates as information and directives become available.



**J. PROSPERO E. DE VERA III, DPA**  
**Chairman**



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**

**MEMORANDUM FROM THE OFFICE OF THE CHAIRPERSON**

**TO :** PRESIDENTS AND/OR OFFICERS-IN-CHARGE OF HIGHER  
EDUCATION INSTITUTIONS  
  
CHED CENTRAL AND REGIONAL DIRECTORS

**SUBJECT :** CHED COVID-19 ADVISORY NO. 3

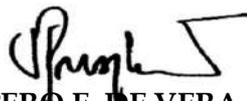
**DATE :** 11 MARCH 2020

---

In response to the recent developments and directive of President Rodrigo Roa Duterte through Proclamation No. 922 series of 2020, the Commission is furnishing the CHED COVID-19 Advisory No. 3, for information and guidance of all higher education institutions (HEI) and CHED central and regional offices.

Enclosed is the CHED COVID-19 Advisory No. 3 for your reference.

Thank you.

  
**J. PROSPERO E. DE VERA III, DPA**  
Chairman



**OFFICE OF THE CHAIRPERSON  
COMMISSION ON HIGHER EDUCATION**

**Guidelines for the Prevention, Control and Mitigation of the Spread of  
Coronavirus Disease 2019 (COVID-19) in Higher Education Institutions (HEIs)**

**CHED ADVISORY NO. 3  
11 March 2020**

---

In connection with the Resolution issued by the Interagency Task Force on the Management of Infectious Diseases and in consultation with officials of public and private higher education institutions (HEIs), the Commission on Higher Education (CHED) issues the following advisory to guide HEIs in their response to the Covid-19 outbreak.

HEIs based on the assessment of the situation in their localities and exercise of academic freedom should:

1. Exercise flexibility in determining the extent of adjustments that will be made in their approved academic calendar;
2. Exercise discretion in the field deployment of National Service Training Program (NSTP) students for the current semester and allow the conduct school-based service activities as an alternative;
3. Facilitate alternative activities to enable students to complete required practicum/OJT hours;
4. Deploy available distance learning, e-learning, and other alternative modes of delivery in lieu of residential learning if they have the resources to do so;
5. Evaluate students on the basis of available indicators as of this time and forego other curricular activities for the remainder of the semester;
6. Exercise discretion to postpone graduation ceremonies, if needed;

7. Implement extraordinary and swift measures to address the needs of students, employees, and other stakeholders arising from COVID-related issues;

Private HEIs which will undertake such measures do not need to obtain prior approval from the Commission. However, HEIs are directed to inform CHED in writing and coordinate with the CHED regional offices so that guidance and assistance can be given as the need arises.

State universities and colleges must discuss measures to be undertaken with their respective Boards of Regents (BOR) and inform the CHED regional office of such actions.

In addition, it has come to the attention of CHED that some hospitals with confirmed COVID-19 cases that are serving as training centers for medical and nursing students are requiring students to continue their rotation duties and are advising students that failure to comply will result in the students repeating their internship program. The Commission appeals to the officials of these hospitals to exercise leniency during this difficult time and explore alternative modes that will continue the medical training and education of their students without compromising their safety.



J. PROSPERO E. DE VERA III, DPA  
Chairman



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**

**MEMORANDUM FROM THE OFFICE OF THE CHAIRPERSON**

**TO :** PRESIDENTS AND/OR OFFICERS-IN-CHARGE OF HIGHER  
EDUCATION INSTITUTIONS  
  
CHED CENTRAL AND REGIONAL DIRECTORS

**SUBJECT :** CHED COVID-19 ADVISORY NO. 2

**DATE :** 11 MARCH 2020

---

In response to the recent developments and directive of President Rodrigo Roa Duterte through Proclamation No. 922 series of 2020, the Commission is furnishing the CHED COVID-19 Advisory No. 2, for information and guidance of all higher education institutions (HEI) and CHED central and regional offices.

Enclosed is the CHED COVID-19 Advisory No. 2 for your reference.

Thank you.

**J. PROSPERO E. DE VERA III, DPA**  
Chairman



OFFICE OF THE CHAIRPERSON  
COMMISSION ON HIGHER EDUCATION

**Guidelines for the Prevention, Control and Mitigation of the Spread of  
Coronavirus Disease 2019 (COVID-19) in Higher Education Institutions (HEIs)**

**CHED ADVISORY NO. 2  
11 March 2020**

---

The Commission on Higher Education (CHED) issues the following update and addendum to our Guidelines for the Prevention, Control and Mitigation of the Spread of the Corona Virus disease in Higher Education institutions (HEIs) dated Feb 11, 2020 (**CHED COVID-19 Advisory No. 1**) following recent developments and in response to the directive of President Rodrigo Roa Duterte, through Proclamation No. 922, series of 2020 which directs all government agencies to render assistance and cooperation and to mobilize the necessary resources to undertake critical, urgent and appropriate responses and measures in a timely manner to curtail and eliminate the COVID-19 threat.

This advisory should be read in conjunction with our Covid-19 Advisory #1 and with information from official sources via the following links:

Department of Health (DOH):

<https://www.doh.gov.ph/sites/default/files/health-update/DC2020-0042-Reiteration-of-DM2020-0055-Interim-Guidelines-on-2019-nCoV-ARD-Response-in-Schools-Higher-Education-Institutions.pdf>

World Health Organization (WHO):

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

## **EMERGENCY PLAN**

All HEIs are encouraged to establish protocols based on the WHO guidelines for screening and response. HEIs should be prepared for the possibility of a community-level transmission and should have established protocols to stop the spread of COVID-19. The protocols should include the following:

- Creating procedures for students, faculty, staff and administrators who are showing COVID-19 symptoms. These procedures should supplement existing medical emergency measures in the HEI;
- Ensuring these procedures are regularly updated as situations in the HEI may change. It is critical to inform the community of any changes in the procedure, including any updates or new directives from the DOH;
- Performing environmental cleaning and disinfection procedures for all buildings with emphasis on frequently touched surfaces (e.g. doorknobs, light switches, desktops or countertops, etc.);
- Preparing HEI health clinics for immediate triage and isolation of patients potentially infected with COVID-19;

### **CLASS SUSPENSIONS IN ALL LEVELS IN METRO MANILA**

Following the announcement of President Rodrigo Roa Duterte on the suspension of classes in all levels in Metro Manila until 14 March 2020, on the job trainings (OJTs), internships, and/or practicum in the National Capital Region (NCR) are also suspended. HEIs are advised to coordinate with their partner Host Training Establishment (HTE) for any adjustment of training hours and/or to consider alternative modalities for the OJT, internships, and practicum of affected students.

### **STUDENTS, FACULTY, STAFF AND HEI ADMINISTRATORS ABROAD**

Those currently situated in countries with reported and confirmed cases of COVID-19 are advised to contact the nearest Philippine Embassy and/or Consulate to confirm their status and/or health conditions. HEIs are directed to report the status of their students, faculty, staff and HEI administrators to the International Affairs Staff (IAS) through [ias@ched.gov.ph](mailto:ias@ched.gov.ph).

### **GUIDANCE FOR HEIs WITH IDENTIFIED CASES OF COVID-19 IN THEIR COMMUNITY**

HEIs should establish plans and procedures should a case of COVID-19 transmission be identified. This should be done in collaboration with their DOH Regional Office.

HEIs should immediately coordinate with the DOH regional office if the DOH regional office or local government office report cases of COVID-19 in the city or municipality.

HEI administrators should work in close collaboration with the DOH regional office in determining the need for class suspensions, postponement or cancellation of any school event and activity and other steps required to prevent further transmission.

All plans and decisions by the HEIs should be focused on ensuring the safety and health of all students, faculty, staff and administrators.

HEIs are advised to regularly inform and update the CHED Regional Office (CHEDRO) in their area on activities and developments in their campuses to ensure that the CHEDRO and CHED Central Office can give any necessary support as needed.



**J. PROSPERO E. DE VERA III, DPA**  
**Chairman**



**OFFICE OF THE CHAIRPERSON  
COMMISSION ON HIGHER EDUCATION**

**Guidelines for the Prevention, Control and Mitigation of the Spread of  
the 2019-Novel Coronavirus Acute Respiratory Disease (2019-nCoV ARD)  
in Higher Education Institutions (HEIs)**

In response to the growing concerns over the 2019-nCoV ARD, the Commission on Higher Education (CHED) enjoins all higher education institutions (HEIs) to observe the following guidelines based on the current issuances by the Department of Health (DOH) and the World Health Organization (WHO). It is imperative that the following be read in conjunction with the guidelines from DOH and WHO:

<https://www.doh.gov.ph/sites/default/files/basic-page/DC-2020-0042-Schools-and-Higher-Education-Institutions.pdf>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

As the situation is subject to change, CHED guidelines will be updated regularly to ensure that they remain consistent with expert advice. HEIs are advised to monitor and adopt new advisories issued by CHED.

**INFORMATION CAMPAIGN**

The WHO recently reported that "The 2019-nCoV outbreak and response has been accompanied by an over-abundance of information — some accurate and some not".

HEIs are encouraged to only rely on and disseminate relevant information obtained from DOH and WHO via their official website, specifically the links provided above. It is also recommended that updates and guidance from the DOH and WHO be made available to all students, faculty and staff via a link to these pages on your school's website.

HEIs must create a trustworthy portal of information within their schools and ensure that official advisories from the WHO and DOH remain visible across multiple communication channels.

Students, faculty and staff must be advised to stop reading, liking and sharing fake news and unverified and misleading information from social media platforms such as Facebook, Twitter and YouTube.



COMMISSION ON HIGHER EDUCATION  
OPRKM  
**RECEIVED**

FEB 12 2020

By: \_\_\_\_\_  
Time / Ref. No.: \_\_\_\_\_

While gathering information online may be the easiest initial option, HEIs should advise everyone experiencing symptoms of an infection, such as fever, cough, or shortness of breath to contact a doctor or if available, a specialist at the nearest medical center who is likely to have the most recent information about a previously unknown infectious illness like this one.

## **PREVENTION & CONTROL**

Currently there is no vaccine to prevent 2019-nCoV ARD. CHED recommends the following everyday preventive actions to avoid being exposed to the virus and to prevent its spread. HEIs should refer to the DOH website for health advice and for more detailed guidance on preventive measures

- Avoiding close contact with people who are sick
- Staying home when sick
- Covering mouth & nose when coughing or sneezing with a tissue or elbow
- Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Washing your hands frequently with soap and water. If soap and water are not readily available, use an alcohol-based hand sanitizer

## **SCREENING**

All HEIs are encouraged to establish screening protocols based on the WHO guidelines for screening and response. These protocols do not include restricting travel or quarantining/isolating individuals who are asymptomatic (i.e., without symptoms), simply based on their travel history or home address. Furthermore, the response protocols must be aligned with the most recent recommendations from health expert.

## **ATHLETIC & OTHER CONCERNS**

Following the recent recommendation by the DOH to “avoid attending, participating in, and organizing events that draw a huge number of attendees”, HEIs should discuss and review any planned events with their DOH regional office and with all participating schools and groups for decision on whether to push through with or postpone the planned activity.

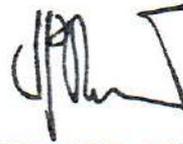
## **TRAVEL**

1. As per the Presidential directive on the 2019-nCov on February 2, 2020, all travel to the People’s Republic of China and its special administrative regions are temporarily banned.
2. HEI personnel and students coming from travel abroad shall comply with the prescribed quarantine procedures of proper government authorities before returning to work or school.
3. Travel to areas with confirmed 2019-nCov cases should also be limited.

4. If students are unable to return to school as a result of the travel ban, HEIs are encouraged to provide appropriate accommodations or alternate arrangements.

#### **IN-HOUSE RESOURCE**

As there is much fear, stigma and misinformation circulating, HEIs are advised, to the extent that resources are available, to have a central contact for the university (via dedicated phone, email or in person visit) for 2019-nCoV ARD to provide students with information as sourced from health expert advice, as well as to provide counsel to students, faculty and staff who are experiencing anxiety over the 2019-nCoV ARD outbreak.



**J. PROSPERO E. DE VERA III, DPA**  
Chairman

