



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE-SCIENCE CITY OF MUNOZ

March 24, 2021

**DIVISION MEMORANDUM**

No. 115, s. 2021

**SDO DAILY ONLINE HEALTH DECLARATION FORM REGISTRY**

To: Assistant Schools Division Superintendent  
Chief ES CID and SGOD  
Education Program Supervisors  
Unit Heads  
All SDO Personnel

1. All SDO personnel in the Division of Science City of Munoz are hereby directed to fill out the online health declaration form registry on a daily basis before entering the Schools Division Office to the google sheet link provided: [tinyurl.com/HealthDeclarationForm](https://tinyurl.com/HealthDeclarationForm).
2. The objective of this activity aims to:
  - a. Provide in full honesty the personal and health information of all personnel who are physically reporting in the SDO.
  - b. Declare history of travel or any exposure to a probable, close contact, suspect or confirmed COVID-19 patient in the last 14 days for the purpose of health assessment, treatment and contact tracing in the time of COVID-19 Pandemic.
  - c. Subject oneself to a twice a day checking of body temperature, once before entering the office premises and during lunch break between 12 o'clock to 1 o'clock in the afternoon on their respective functional unit to ensure the health, safety and well-being of all personnel in the institution.
3. Rest assured that whatever information that all concerned provide shall be treated with utmost confidentiality in accordance with the Data Privacy Act of 2012 and its implementing Rules and Regulations and with Republic Act No. 11494 or the "Bayanihan to Heal as One Act".

*[Handwritten Signature]*



*Loyal, Excellent, Accountable and Dedicated to Service*

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806-2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-008 Rev.03 (01.31.20)



Certificate No. 50500731 QM15



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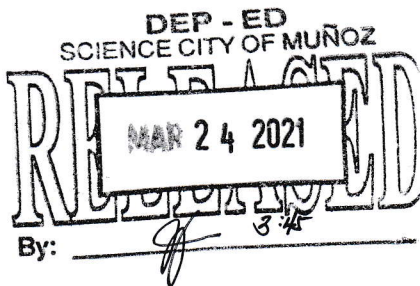
REGION III – CENTRAL LUZON  
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4. For queries, please contact MARIANNE C. CORONEL, MD, Medical Officer III thru DepEd email: [marianne.coronel@deped.gov.ph](mailto:marianne.coronel@deped.gov.ph) or you may call at 09285040801.
5. Immediate dissemination and strict compliance of this memorandum is desired.

**DANTE G. PARUNGAO, CESO VI**

Officer-in-Charge

Office of the Schools Division Superintendent



By: \_\_\_\_\_

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