



Republic of the Philippines

Department of Education

REGION III - CENTRAL LUZON

SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

December 15, 2021

DIVISION MEMORANDUM

No. 578, s. 2021

CONDUCT OF ONLINE TRAINING TO DESIGNATED SCHOOL SAFETY OFFICERS AND CLINIC TEACHERS IN PUBLIC AND PRIVATE SCHOOLS IN PREPARATION FOR FUTURE EXPANSION OF FACE TO FACE CLASSES

To: Assistant Schools Division Superintendent
Division Chiefs
Medical Officer
Division DRRM Coordinator
Public and Private School Heads
School DRRM Coordinators
School Safety Officers
Clinic Teachers
All Others Concerned

1. Anent to Regional Memorandum no. 539, s.2021 entitled Implementation Guidelines on the Region- Wide Safety School Safety Assessment in Preparation for Future Expansion of Face-to-Face Classes. The Schools Division of Science City of Munoz, School Health Division under the Schools Governance and Operations Division in partnership with Division Disaster Risk Reduction and Management will conduct an orientation and training to designated School Safety Officers/DDRM Coordinators and School Clinic Teachers to ensure the safety, health and well-being of all learners, teaching and non-teaching personnel who will participate in the face-to-face classes come this January 2022.
2. The objective of this activity is to capacitate the participants in the proper management and handling of school clinic, establishment of coordination mechanisms with the BHERT or Barangay Health Emergency Response Team for referral system and contact tracing, development of contingency plan in case of school lockdown and to ensure and sustain the strict compliance of the required health standards and protocols in DepEd Offices and Schools in accordance with DepEd Order no.14, s.2020 during face to face classes.
3. The said online activity will be on December 17,2021 at 9: 00 in the morning via MS Teams platform with the link <https://bit.ly/3pWdlvo>
4. The participants of this activity should register through the link <https://forms.gle/NovGrs93tebfxFm6>



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



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5. Attached herewith is the matrix of activity for your reference and guidance.
6. Immediate dissemination and strict compliance of this memorandum is desired

DANTE G. PARUNGAO, CESO VI

Officer-in-Charge

Office of the Schools Division Superintendent



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Enclosure to Division Memorandum No. __, s. 2021

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Training Matrix

Time	Activity	Person in-charge
I. Preliminaries		
9:00 – 9:05 AM	Makabayan song	AVP
9:06 – 9:10 AM	Prayer	AVP
9:11 – 9:40 AM	Roll Call of the Participants	Engr. Alvin D. Tangonan, DepEd Engineer
9:40 – 9:50 AM	Statement of Purpose	Bernardo A. Gargabite, EdD SGOD Chief
9:51 – 10:00 AM	Message	Zurex T. Bacay, PhD Assistant Schools Division Superintendent
II. Orientation Proper		
10:01 – 11:00 AM	General Information about COVID-19 and its difference with common flu	Dra. Marianne C. Coronel, MD Medical Officer III
11:00 – 12:00 noon	Required Health Standard Protocols (DepEd Order No. 14, s. 2020)	Dra. Marianne C. Coronel, MD Medical Officer III
12:00-1:00 PM	LUNCH BREAK	
1:01 – 2:00 PM	School Safety Assessment Tool (Pillars 1 and 4)	Rosan E. Ariston, DRRM Coordinator
2:01 – 2:30 PM	Contact Tracing and Referral System	Rosan E. Ariston, DRRM Coordinator
2:31 – 3:00 PM	Snack	
3:01 – 4:00 PM	School Contingency Plan	Rosan E. Ariston, DRRM Coordinator
4:01 – 4:30 PM	Open Forum	
4:30 – 4:45 PM	Closing Remarks	Engr. Marlon V. Siminig, Planning Officer III

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