



Republic of the Philippines
Department of Education
 REGION XI
SCHOOLS DIVISION OF TAGUM CITY

Office of the Schools Division Superintendent

December 29, 2020

DIVISION MEMORANDUM

No. 001, s. 2020

DIVISION GUIDELINES ON THE CONDUCT OF MASS GATHERING AND FACE TO FACE MEETINGS AND CONFERENCES

- To: Dr. Melanie P. Estacio, Assistant Schools Division Superintendent
 Dr. Christine C. Bagacay, Chief- Curriculum Implementation Division
 Dr. Josefina B. Palaca, Chief- Schools Governance and Operations Division
 Public Schools District Supervisors
 All School Heads and Principals
1. The Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) announces quarantine classifications in Metro Manila and other areas after meeting with Cabinet members and health officials and experts at the Heroes Hall in Malacañan Palace on Dec. 28, 2020. Aside from Metro Manila, IATF-EID said provinces of Batangas, Isabela, Lanao del Sur, Davao del Norte, and cities of Santiago, Iloilo, Tacloban, Iligan, and Davao will remain under general community quarantine from January 1 to 31, 2021.
 2. Anent to this, in support to the policies and initiatives of our National and Provincial Government to slowdown and to decrease the number of COVID-19 cases in our country, effective immediately, all meetings, trainings, and other activities organized by the division program focal and school heads shall be held via **online platforms** to avoid mass gatherings.
 3. Furthermore, training and activities that cannot be held online may be conducted in person with strictly maximum of twenty-five (25) individuals only, including facilitators while face-to-face meetings may be conducted with a maximum of five (5) individuals.
 4. All concerned must prepare the following requirements before the approval of the Schools Division Superintendent for the conduct of face-to-face trainings and activities for assessment and verification of health and safety protocols:
 - a. Approved letter from the City Inter-Agency Task Force for the Management of Emerging Infectious Diseases (CIATF-EID) for the conduct of face to face activity;
 - b. Approved Activity Design
 - c. General Program of Activities and
 - d. List of Participants



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5. While the EO is still in effect, all Training Designs to be approved by the SDS shall pass thru the Division COVID-19 Task Force, specifically the office of the Division DRRM Coordinator for proper assessment of the proceedings and compliance of the health and safety protocols contained in the Activity Design to insure the safety and security of DepEd personnel during this pandemic.
6. For strictest compliance of all concerned.

DR. JOSEPHINE L. FADUL
Schools Division Superintendent

DEPARTMENT OF EDUCATION DIVISION OF TAGUM CITY RECORDS SECTION	
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