



Republic of the Philippines

Department of Education

REGION XI

SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. **357**, s. 2020

July 23, 2020

PARTICIPATION IN THE COVID-19 CONTACT TRACING: BASIC TRAINING

To: Chief Education Supervisor - SGOD
Division DRRM Coordinator
Division Health and Nutrition Personnel

1. In reference to DepEd Task Force COVID-19 Memorandum No.73, series of 2020 entitled "COVID-19 Contact Tracing: Basic Training", the Division DRRM Coordinator and Health and Nutrition Personnel are hereby directed to participate in the said activity on **July 27, 2020 from 8:30 AM to 3:30 PM**. This training is organized by the Bureau of Learner Support Services – School Health Division (BLSS-SHD) and this be facilitated by the Department of Health (DOH) through the Epidemiology Bureau. The said training will be streamed in a private Facebook group created exclusively for the training.
2. Participants are required to follow the steps below:

STEP 1: Fill-out the **registration form** (Google Form) at <https://bit.ly/dtfcctbt>. DepEd email address is required. The link to the private Facebook Group where the training will be streamed will be sent to the participant upon completing the registration form. The link to the private Facebook group shall not be shared to others.

STEP 2: Join the **private Facebook Group**. The participants will be asked a few questions before they are accommodated in the Facebook Group. All registered participants must be in the Group before 8:00 AM on 27 July, Monday, and may stay in the group until the link to the Exit Quiz and the Evaluation Form is announced to the participants. Information about the training and other related materials will be shared in the group.

STEP 3: Take the pre-test. All participants shall take the pre-test that will be posted in the Facebook Group on 27 July, Monday, at 8:00 AM.

STEP 4: Allow StreamYard to access Facebook name, profile photo, and comments on Facebook Live videos, by going to streamyard.com/facebook before the start of the training. The



training will be streamed in the private Facebook group via Streamyard. Participants' comments, especially questions and

insights, may be shown on the screen throughout the training. To ensure that the questions and insights will be properly acknowledged, participants are advised to allow StreamYard to see and stream their names and profile photos on Facebook.

STEP 5: Actively participate in the training to be streamed in the private Facebook group. All participants are advised that the training will be recorded. Comments from the participants with their names and photos may be included in the recording. It is **not necessary** to comment during the training the place where the participant is watching or participating from. The training host will guide the participants on what to write in the comments thread throughout the activity. This is a **seven-hour virtual activity with no snack or lunch breaks**. Participants are advised to prepare foods and water near them, which they can consume especially during around lunch time. The recording of the training will remain in the private Facebook group until 31 July 2020, and can be referred to by all participants, as needed.

STEP 6: Take the **Exit Quiz and complete the Evaluation Form**. All registered participants will be sent the link to the Exit Quiz and the Evaluation Form after the training on Monday. Only until August 1, 2020 to take the Exit Quiz and accomplish the Evaluation Form.

STEP 7: Receive the Certificate of Completion and apply the learning. Those who will pass the Exit Quiz will be given Certificate of Completion from the DepEd and the DOH.

3. Expenses of connectivity may be charged to local funds, and other load allowance subject to the provision of Unnumbered Division Memorandum dated March 31, 2020, re: Augmentation/Provision of Load Allowance to Division and School Personnel While on Community Quarantine
4. For information and compliance.



CRISTY C. EPE

Schools Division Superintendent

07/24/2020

