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Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
SGOD-2022- 003

August 25, 2022

TEMPORARY CLOSURE OF PEDRO GARCIA ELEMENTARY SCHOOL

To: Concerned Public School District Supervisors
Division COVID-19 Focal Person
Concerned District Nurse
School Head of Pedro Garcia Elementary School
All Teaching Personnel of Pedro Garcia Elementary School

1. Relative to COVID-19 cases at Pedro Garcia Elementary School, all school personnel shall be on Work-From-Home (WFH) work arrangement and in-person classes shall be temporarily suspended starting **August 25, 2022 (PM) until August 29, 2022.**
2. The school clinic teacher and school DRRM Coordinator shall conduct disinfection, contact tracing, and coordinate with the Division Safety Management Committee or to the Health and Nutrition Unit.
3. The concerned School Head shall instruct all personnel in school to be accessible through whatever means of communication available in order to respond to required reports. All forms of face-to-face activities shall be suspended. Virtual meetings are encouraged. Those hired for security shall report to school to perform regular duties and functions. School utility personnel shall check the school for maintenance and upkeep but in no way shall they come together. The schedule and tasks of the utility personnel shall be coordinated by the School Head.
4. This Memorandum shall have no force and effect after August 29, 2022.
5. For information, guidance, and strict compliance of all concerned.

CRISTY C. EPE
Schools Division Superintendent

T/25/222

DepEd Schools Division of Digos City
RECORDS SECTION

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