



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA



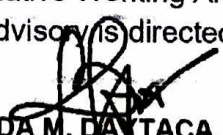
September 26, 2021

Division Memorandum No. 315, s. 2021

Subject: **Measures to Reduce / Mitigate Covid-19 Infection**

To: **All SDO Personnel**
All Others Concerned

1. In line with the new IATF Rulings and completion of the instructed One-week Lockdown of the SDO, the following actions shall be observed:
 - a. Maintain the use of Face Mask in Office and its premise
 - b. Observance of Physical Distancing at all times
 - c. Observance of DepEd Order No. 14, s. 2020 (Guidelines on the Required Health Standards in Basic Education Schools and Offices) and DoH AO No. 2020-0015 (Guidelines on the Risk Based Public Health Standards for COVID-19 Mitigation)
 - d. Use of Air Conditioning will be limited as much as possible, free flowing Air is Highly advised
 - e. Transactions with external Partners and Clientele must be limited to essential services and must be catered to less than 15 minutes per client.
 - f. Submission and retrieval of reports and documents will still be on Drop-and-Go basis
 - g. All reporting Personnel will provide a copy of their RT-PCR Result and Clearance duly Signed by their respective Rural Health Units
 - h. To Decongest the work premises and use of other venues that can be used as work stations
 - i. Conference halls, Hallways and other Facilities will be used for transactions, in coordination with General Services Units and Public Assistance Desk on Duty
 - ii. Work at the District Offices if there are slated work stations so that only 50% or less shall be in their work stations.
 - iii. For those who are deployed in the schools are to report in their respective school designations. Those whose items are supposed to be deployed in the school will be identified by the Division Chief and then provide a recommendation for their deployment.
 - iv. Personnel with symptoms and those affected by GCQ are still advised to avail output-based Alternative Working Arrangements
2. Immediate dissemination of this Advisory is directed.


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