



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

13 Feb 2020

DIVISION MEMORANDUM

No. 050, s. 2020

Creation of a Task Force For the Management of the Department of Education Response to Novel Coronavirus Acute Respiratory Disease

To: **Curriculum Implementation Division**
School Governance and Operations Division
Division Unit Heads
Elementary and Secondary School Heads
All Others Concerned
This Division

1. Pursuant to DepEd Memorandum No. 11, s. 2020, this office regards the novel coronavirus (nCoV) Acute Respiratory Disease (ARD) as a matter of serious and urgent concern. It stands ready to contribute to the overall Philippine government efforts for the management of this public health situation.

2. A Task Force for the Management of DepEd Response to nCoV ARD (DepEd Task Force nCoV) is hereby created to lead the overall efforts of the Department within the school system in addressing the situation through formulation of policies and development of strategies and action plans.

3. The DepEd-El Salvador City Division Task Force nCov is composed of the following:

- a. Chairperson: OLGA C. ALONSABE, Ph.D., CESE
Schools Division Superintendent
- b. Co-chair: ALIENA S. DAJAY
Asst. Schools Division Superintendent





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Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

c. Team Leader: GLADYS GRACE H. CABELTES
Medical Officer III

d. Members:

- > ROLLY B. LABIS
SGOD Chief
- > NINIAN A. ALCASID
CID Chief
- > JEFFREY M. MARTINEZ
DRRM Division Coordinator
- > Nurses:
 - CECILLE Z. KHOBUNTIN
 - VANESSA PRORES L. TIAD
 - FRANZ MAYBELLE M. GAID
- Elem. and Secondary School Heads
- DRRM School Coordinators
- School Clinic Teachers

e. Sub- committees

- > Monitoring and Evaluation Committee
- > Planning Committee
- > Finance Committee (Accountant and Budget Officer)
- > Logistics Committee (Supply Officer)
- > IEC Committee (Project Development Officer)

4. The Task Force is mandated to undertake the following:

a. Adopt information dissemination strategies on nCoV ARD and its prevention, control and management to promote positive health behaviors, and address public fear and anxiety;

b. Network and coordinate with the external stakeholders within the locality on resource generation, mobilization for public awareness campaigns, technical assistance, referral and treatment, and other needed support;





Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

- c. Coordinate with the City Health Office for the implementation of its guidelines in response to the situation, including any decision for school/office lockdown or suspension of classes/work in specific localities should a need arise;
 - d. Provide technical assistance in response to the nCoV ARD in schools;
 - e. Work with the City Health Office on referral, management and treatment of cases using the prescribed Medical Referral Form;
 - f. Submit report on health situation of schools on or before 12:00 NN every Friday;
 - g. Supervise the Operations Group of the Task Force; Operational Level;
 - h. Perform such other functions and activities as maybe necessary to carry out the provisions of this Memorandum;
5. Any further queries relative to this concern, contact School Health Section thru Dr. Gladys Grace H. Cabeltes, Medical Officer III at 0926 641 0631;
6. Immediate and wide dissemination of this memorandum is desired.

OLGA C. ALONSABE, PhD, CESE
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent
On

To be indicated in the Perpetual Index
under the following subjects:

School Health Section
SGOD



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