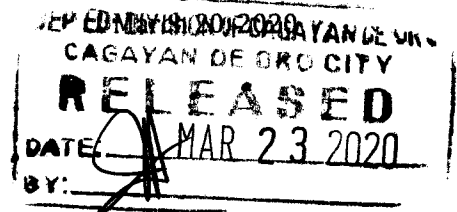




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

School Governance and Operations Division

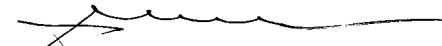
DIVISION MEMORANDUM
No. 202s. 2020



**GUIDELINES ON THE USE OF DEPED SCHOOLS AS ISOLATION UNITS/QUARANTINE
AREAS FOR COVID-19**

TO : ALL SCHOOL PRINCIPALS and SCHOOL DRRM COORDINATORS

1. The field is hereby informed of the Guidelines on the use of Deped Schools as Isolation Units/Quarantine Areas for COVID-19. Attached herewith is the National Deped Task Force COVID-19 Memorandum #10 dated March 15, 2020 for your reference,
2. For widest dissemination and strict compliance.


CHERRY MAE L. LIMBACO
Schools Division Superintendent



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DepEd Task Force COVID-19

MEMORANDUM No. 10

15 March 2020

For: **ELMB AND EIECOM**

Proposal: GUIDELINES ON THE USE OF DEPED SCHOOLS AS ISOLATION UNITS/QUARANTINE AREAS FOR COVID-19

Following the declaration of a State of Public Health Emergency due to the Corona Virus Disease (COVID-19) and the growing cases of local transmission, some Local Government Units (LGU) are requesting for the use of DepEd schools as isolation units or quarantine areas, and to support the public health efforts of the LGUs, DepEd schools may be used as isolation units or quarantine areas upon the request their respective Local Government Unit (LGU) under the following conditions:

1. There is no other available place or structure which may be used as an isolation unit or quarantine area. The school will only be used as a last resort;
2. Classes are already or will be suspended;
3. The School Head, with the support of the Schools Division Office, shall:
 - a. Prepare and implement work protocols that would not require personnel to report to the school for the performance of regular functions during the duration of the school's use as an isolation unit or quarantine area;
 - b. Ensure the safekeeping and/or proper storage of all learning and education materials, resources, equipment, and school records;
 - c. Document the condition of school facilities and resources before, and after the usage and fumigation to serve as basis for repair, maintenance, and/or replacement;
4. The school, with the support of the Schools Division Office, shall execute a Memorandum of Agreement with the LGU defining the roles and responsibilities of each party. The contents shall include, but shall not be limited to, the following:
 - a. That this arrangement is only effective when there is a declaration of public health emergency or state of calamity by national or local authorities, and should only be effective during the said period;
 - b. Adherence at all times to the principles enshrined in the Children's Emergency Relief and Protection Act (RA 10821), particularly on the use of schools and child development centers as evacuation centers;

Office of the Undersecretary for Administration (OUA)

(Administrative Services (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMS), Bureau of Learner Support Services (BLSS), Bayani Teachers' Camp (BTC), Central Security & Safety Office (CSSO))


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- c. The LGU shall take charge of the management of the school used as an isolation unit or quarantine area;
 - d. All teaching and non-teaching personnel, other than School Health and Nutrition Personnel, shall not be engaged for purposes other than monitoring the use of school facilities and resources;
 - e. School Health and Nutrition Personnel may provide support to the LGU in managing the school used as an isolation unit or quarantine area, provided that the LGU provides adequate and appropriate training, personal protective equipment, and other needed resources;
 - f. The LGU shall facilitate the general cleaning, fumigation, payment of utilities, and repair and/or replacement of school facilities, equipment, and/or resources damaged or destroyed as a result of the use of the school as an isolation unit or quarantine area. The LGU concerned is given a maximum of one (1) week to clean-up/fumigate the school premises after the duration of emergency to prepare for the use of schools for education purposes;
 - g. The LGU shall provide for all amenities and resources required for the use of the school as an isolation unit or quarantine area;
5. Disaster Risk Reduction and Management (DRRM) Coordinators shall perform the following:

- a. School DRRM Coordinators shall provide support in monitoring the use of school facilities and resources; and
- b. Division DRRM Coordinators shall coordinate with concerned School Heads for the monitoring of the use of schools as isolation units, and shall provide daily updates to the Disaster Risk Reduction and Management Service (DRRMS) on the following:
 - Name of School
 - School ID
 - No. of rooms/facilities used
 - No. of individuals (occupants)
 - No. of learners (occupants)
 - Starting date of usage
 - Last date of usage
 - Key issues and/or needs
- c. Regional DRRM Coordinators shall provide technical support to Division DRRM Coordinators, and perform other functions as may be required.

For consideration and approval.


ALAIN DELA PASQUA
Undersecretary
Chairperson, DepEd Task Force COVID-19

