



Republic of the Philippines  
Department of Education  
REGION VI- WESTERN VISAYAS  
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY

28 MAY 2020

DIVISION MEMORANDUM

No. 98, s. 2020

**ONLINE ORIENTATION ON HEALTH AND SAFETY PROTOCOL in OFFICE  
AND SCHOOL IN THE NEW NORMAL**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID & SGOD  
Public Schools District Supervisors  
Public Elementary & Secondary School Heads  
Oplan sa Kalusugan School Focal Persons  
School DRRM Coordinators  
All Others Concerned

1. In accordance to DepEd's policy directives in containing and preventing the spread of the COVID- 19, the Health and Nutrition Unit and the Disaster Risk Reduction Management Unit of SDO – Kabankalan will conduct an Online Orientation on Health and Safety Protocol in Office and School in the New Normal from June 15-19, 2020, 9AM-5PM.
2. This is a one-day orientation per batch. The participants are the following:
  - a. Elementary/Secondary School Heads;
  - b. Designated OK sa DepEd Focal Persons in school
  - c. Designated School DRRM Coordinators

This activity will be conducted by batch on the following schedule:

Date	District
June 15, 2020	Kab - I
June 16, 2020	Kab - II
June 17, 2020	Kab - III
June 18, 2020	Kab - IV
June 19, 2020	Kab - V

3. This activity aims to:
  - a. Educate on identifying and assessing risk in both physical and psychosocial working environment (New COVID-19 Classification based on DOH)
  - b. Promote implementation of safe work/ school practices to limit exposure to COVID-19 at school (New Normal)
  - c. Familiarize participants with the new SBM-WinS Guidelines
  - d. Provide learnings on Psychological First Aid and its application to learners
4. This online orientation will be conducted using Google Meet. Participants are required to download a functional application / platform and are requested to be online 10 minutes prior the designated time.
5. Link for the meeting will be posted an hour before the scheduled time in the following chat groups: SDO -Kabankalan Secondary School Heads, SDO Kabankalan ELEM SH, OK sa DepEd SDO-Kabankalan City.
6. Participants are entitled to communication mobile expenses chargeable against MOOE/ local funds subject to usual accounting rules and regulations.
7. For immediate dissemination and compliance.

  
**PORTIA M. MALLORCA, Ph.D., CESO V**  
Schools Division Superintendent

