DIVISION MEMORANDUM  
OSDS-SGD-DM024, 2020  

TO : ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
    CHIEFS, CID and SGOD  
    EDUCATION SCHOOL SUPERVISORS  
    PUBLIC SCHOOL DISTRICT SUPERVISORS  
    ALL TEACHING AND NON-TEACHING PERSONNEL  

SUBJECT : REITERATION OF THE DEPED MEMORANDUM 14, s. 2020,  
        re: Reporting of COVID19 Cases, Suspects and Contacts  

1. Relative to the increasing number of COVID-19 cases in our province, DepED Memorandum No. 14, s. 2020 is reiterated as guiding policy in reporting of COVID-19 cases, suspects and contacts, specifically Item No. 3.B: “To report any COVID-19 related concerns to the Division and School DepED COVID19 Task Force through the standard health protocol and referral systems.”  
2. School Heads are reminded to report COVID-19 related concerns involving their learners, teaching and non-teaching personnel (isolated, quarantined, contact traced) to Ms. Ma. Audrea Vivo, Division DRRMO Officer through their respective School DRRM Coordinators.  
3. This is to provide guidelines to all workers and employees of our department to take the necessary steps and safety measures to contain, prevent and mitigate the possible transmission of COVID19 in our communities.  
4. For immediate dissemination and strict compliance.  

[Signature]

School Division Superintendent  

Encl.  
References:  
To be indicated in the Perpetual Index  

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