MEMORANDUM  
SDS-UM-07-22-20/JMT  

July 22, 2020  

To: Assistant Schools Division Superintendent  
SGOD/ CID Chiefs  
Section Heads  

IMPLEMENTATION OF STRICT HEALTH PROTOCOLS  

Please be informed that there is local transmission of COVID-19 Virus in the Province of Catanduanes particularly in Virac. In this connection, you are hereby directed to implement strictly the health protocols such as:  

1. Wearing of face mask is compulsory inside the office;  
2. Frequent washing of hands and alcohol disinfection is a MUST;  
3. Social distancing measure should be observed;  
4. It is advised that guests/ visitors/ clients should register in the logbook for contact tracing and workers for the repair of SGOD, CID and Chapel should also follow said guidelines.  

For information and strict compliance of all concern.

[Signature]

Schools Division Superintendent