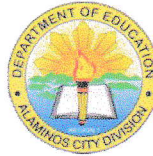




Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OF ALAMINOS CITY
Alaminos City
DIVISION MEMORANDUM



Document Code:
**SDO-ALC-OSDS-
SDS- QF-001**
Revision: 00
Effectivity Date: 11-
16-2018

DIVISION MEMORANDUM
DM-2020-103

MEMO TO : All Division Office Personnel Concerned
All School Heads of Public Elementary and Secondary Schools

SUBJECT : **SPECIAL MEETING FOR THE DEPARTMENT OF EDUCATION ALAMINOS CITY DIVISION IN RESPONSE TO 2019 NOVEL CORONAVIRUS ACUTE RESPIRATORY DISEASE (2019-NCOV ARD)**

FROM : Schools Division Superintendent

DATE : February 17, 2020

1. In compliance to the DepED Memorandum No. 15, s. 2020, "First Set of Policy Directives of the DepED Task Force 2019 Novel Coronavirus", this Office will conduct a Special Meeting at the SDO Library Hub on February 13, 2020, to start at 8:15AM.
2. Participants for the said activity and their schedule are:
 - a. 8:30 AM - School Heads of Public Elementary and Secondary Schools
 - b. 10:00 AM - Disaster Risk Reduction and Management Coordinators
 - c. 1:15PM – School Nurse (ACNHS) and School Clinic Teachers
 - d. 3:00 PM – All Division Personnel
3. Participants are requested to prepare updates on the initiatives conducted in your school in response to the 2019 Novel Corona Virus ARD.
4. No proxy is allowed.
5. For your information and appropriate action.


LORNA G. BUGAYONG, PhD., CESO VI
Schools Division Superintendent