



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

22 JULY 2021

DIVISION MEMORANDUM

No. 304 s. 2021

**INSTRUCTIONS TO THE FIELD REGARDING THE OPERATIONALIZATION OF  
DM 28, S.2021 PARTICULARLY ON THE VACCINATION OF DEPED TEACHING  
AND NON-TEACHING PERSONNEL**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. Relative to the DepEd Task Force COVID-19 (DFTC) Memorandum No. 441 with the above subject, this office informs the field of the instructions stipulated on the aforementioned memorandum.
2. Please find attached issuance for your perusal.
3. For the information and guidance of all concerned.

**GERLIE M. ILAGAN, CESO VI**

Assistant Schools Division Superintendent  
Officer -in-Charge  
Office of the Schools Division Superintendent

Encl:

As stated



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**DepEd Task Force COVID-19**  
**MEMORANDUM No. 441**  
07 July 2021

For: **Leonor Magtolis Briones**  
Secretary

Subject: **INSTRUCTIONS TO THE FIELD REGARDING THE  
OPERATIONALIZATION OF DM 28, s. 2021  
PARTICULARLY ON THE VACCINATION OF  
DEPED TEACHING AND NON-TEACHING PERSONNEL**

The DepEd Task Force COVID-19 (DTFC) seeks the approval of the Honorable Secretary to disseminate to the field the following instructions on operationalizing DepEd Memorandum No. 28, s. 2021 titled *Comprehensive Guidance on the Participation of the Department of Education in the Implementation of the Philippine National Deployment and Vaccination Plan for COVID-19 Vaccines*, particularly on the vaccination of DepEd teaching and non-teaching personnel.

These instructions are also aligned with the DTFC's recommendations, per the Aide Memoire submitted to the Honorable Secretary dated 31 May 2021, and with the DOH Department Memorandum No. 2021-0259 titled *Implementing Guidelines for Priority Groups A4, A5, and Further Clarification of the National Deployment and Vaccination Plan for COVID-19 Vaccines*.

Upon the approval of the Secretary, the field offices shall be instructed to:

**1. Continue to enjoin qualified A1, A2, and A3 personnel for their vaccination**

DepEd offices and schools shall enjoin teaching and non-teaching personnel who qualify under Priority Groups A1 (school health and nutrition personnel; health professionals), A2 (senior citizens), and A3 (personnel with comorbidities) to register immediately in their respective local government units (LGUs), if they have not done so, to be prioritized for vaccination.

Personnel are enjoined to check with their physicians for possible existing comorbidities that may qualify them for priority vaccination as A3. These include non-alcoholic fatty liver disease, obesity, hypertension, and diabetes. Attached is the list of comorbidities considered for A3 (**Annex A.**)



**Office of the Undersecretary for Administration (OUA)**

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

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## 2. Coordinate with their respective LGUs for the vaccination of qualified A4 personnel

All other teaching and non-teaching personnel (permanent, job order, contractual, COS, consultants) shall be categorized under Priority Group A4 (Government Sector.) Their vaccination shall be facilitated by the Regional Offices (ROs)—for the regional personnel—and the Schools Division Offices (SDOs)—for SDO and school-based personnel—through arrangements with the respective LGUs that have jurisdiction over the offices and schools concerned.

This means that for an SDO (province), the SDO shall coordinate with the LGU of the city or municipality where their office is situated for the vaccination of the SDO personnel and of the personnel in the schools located in that city or municipality, and with the LGUs of all the other municipalities in the province for the vaccination of the personnel in each municipality.

Depending on the arrangement with the LGU, the SDO may be required to submit the information of their eligible vaccine recipients (line list) to the LGU for scheduling and master listing. The SDO's arrangement with the LGU may also entail the joint implementation of the following, in line with the DOH DM 2021-0259:

- a. Dissemination of information about eligibility, registration, and vaccination day processes;
- b. Conducting vaccination at the current vaccination sites of the LGU (preferred option for DepEd over the use of offices as offsite vaccination sites);
- c. Scheduling the vaccination of eligible personnel and registration for vaccine appointment; and
- d. Provision of logistics support for vaccination such as facilitated transportation to and from the vaccination sites.

All ROs and SDOs are instructed to accomplish the attached inventory of existing arrangements with their LGUs (**Annex B**) and submit the same to the DTFC through the Bureau of Learner Support Services (BLSS)-Office of the Director via email at [blss.od@deped.gov.ph](mailto:blss.od@deped.gov.ph) **on or before July 15, 2021.**

For further queries on these activities, please contact the BLSS-School Health Division, DTFC Secretariat/Lead, at 8632-9935 or email at [medical.nursing@deped.gov.ph](mailto:medical.nursing@deped.gov.ph).

For the approval of the Honorable Secretary.

**ALAIN DEL B. PASCUA**

Undersecretary  
Chairperson, DepEd Task Force COVID-19



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## Annex A

### Examples of comorbid conditions under Priority Group A3 (as lifted from the DOH DM 2021-0175, April 8, 2021):

1. Chronic respiratory disease and infection such as asthma and respiratory allergies, Chronic Obstructive Pulmonary Disease, Interstitial Lung Diseases, Cystic Fibrosis, or Pulmonary Hypertension, Pulmonary Tuberculosis, Chronic bronchitis, Histoplasmosis, Bronchiectasis
2. Cardiovascular disease such as hypertension coronary heart diseases, cardiomyopathies, peripheral artery disease, aortic diseases, rheumatic heart disease, congenital heart disease
3. Chronic kidney disease
4. Cerebrovascular diseases such as stroke and transient ischemic attack
5. Cancer of malignancy
6. Diabetes Mellitus Type 1 and Type 2
7. Obesity
8. Neurologic diseases such as dementia, Alzheimer's Disease, Parkinson's Disease, Epilepsy and Seizures, Bell's palsy, Guillan-Barre Syndrome, or acute spinal cord injury
9. Chronic liver disease such as hepatitis cirrhosis, non-alcoholic fatty liver disease
10. Immunodeficiency state such as genetic immunodeficiencies, secondary or acquired immunodeficiencies (i.e. prolonged use of corticosteroids), HIV infection, solid organ or blood transplant patients
11. Other diseases such as sickle cell disease, Thalassemia, or Down Syndrome



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