

### Republic of the Philippines

## Department of Education

# REGION IV-A CALABARZON CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

16 Aug 2023

DIVISION MEMORANDUM No. 44 s. 2023

#### SCHEDULE OF DISINFECTION OF OFFICE BUILDINGS AND FACILITIES

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

- 1. As part of the continuous preventive measure in addressing the COVID-19 Pandemic concerns, this Division will conduct a regular disinfection of all office premises/facilities on the SDO Main building on August 18, 2023 from 4:00 p.m. onwards.
- 2. The following personnel are hereby instructed to conduct the said disinfection:

NAME OF PERSONNEL	DESIGNATION
Ian Paolo Padilla	Administrative Aide I
Enrique Cabuyao III	Administrative Aide I
Tristan Ladines	Administrative Aide II
Johnny Zafranco	Administrative Aide I

- 3. All clients are advised to transact their business using the official e-mail address: tayabas.city@deped.gov.ph.
- 4. Immediate dissemination of this memorandum is desired.

CELEDONIO B. BALDERAS JR. Schools Division Superintendent

Encl: None Reference: None

To be indicated in the Perpetual Index: Under the following subjects:

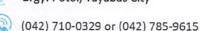
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ASDS: Schedule of Disinfection of Office Building and Facilities None/August 16, 2023





Brgy. Potol, Tayabas City









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