



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

25 OCTOBER 2021

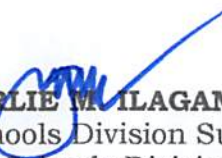
DIVISION MEMORANDUM

No. 522 s. 2021

SCHEDULE OF DISINFECTION OF OFFICE BUILDING 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 and Extension building including all the training halls on October 29, 2021 from 3:00 pm – 5:00 pm. As such, all SDO personnel, except those who are part of the skeletal workforce are expected to work from home.
2. All clients are advised to transact their business using the official e-mail address: tayabas.city@deped.gov.ph.
3. Immediate dissemination of this memorandum is desired.


GERLIE M. ILAGAN, CESO VI
 Assistant Schools Division Superintendent
 OIC-Office of the Schools Division Superintendent



Brgy. Poto, Tayabas City



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