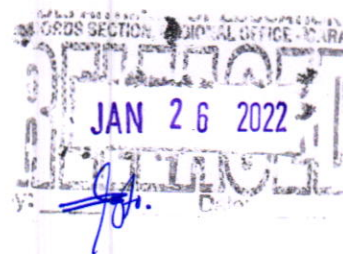




Republic of the Philippines
Department of Education
CARAGA REGION



January 25, 2022

REGIONAL MEMORANDUM

No. 0058, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

REITERATION OF THE REQUIRED HEALTH STANDARDS
AND ONSITE WORK REQUIREMENTS

1. With the significant increase of COVID-19 cases in Caraga Region, the Inter-Agency Task Force COVID-19 has placed most of the cities and provinces in our region to a stricter COVID-19 Response Alert Level No. 3.
2. Anent to this, this office reminds all personnel and learners to strictly observe the required health standards as stipulated in DepEd Order No. 14, s. 2020. Moreover, all concerned are enjoined to immediately report to health authorities any symptoms or possible exposure to COVID-19 for monitoring and management and to comply with the existing quarantine and isolation protocols.
3. All offices and schools shall ensure compliance with the minimum/required percentage of the onsite workforce depending on the alert levels of their respective workplaces. Further, all shall comply with the vaccination/rt-PCR/antigen test requirement for personnel reporting onsite as stipulated in DTFC Memo No. 575 titled IATF Requirement for Personnel Reporting Onsite Beginning 01 December 2021 and DTFC Memo No. 586.
4. For your information, guidance and compliance.


MA. GEMMA MERCADO LEDESMA
Director IV

Encls.: As stated

Reference: DTFC Memo No. 587, DTFC Memo No. 575, DTFC Memo No. 586

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

REQUIRED HEALTH STANDARDS

VACCINATION

ESS/jcc
01/25/2022



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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

DepEd Task Force COVID-19
MEMORANDUM No. 587
03 January 2022

For: **Leonor Magtolis Briones**
Secretary
Undersecretaries and Assistant Secretaries
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads

Subject: **REITERATION OF THE REQUIRED HEALTH STANDARDS,
VACCINATION, AND ON-SITE WORK REQUIREMENTS**

The government has reverted the National Capital Region (NCR) back to the stricter **COVID-19 Response Alert Level No. 3** for 03-15 January 2022. For this period, the rest of the country remains under Alert Level 2. Significant increase in cases has been noted in the past days, while it is "highly possible" that there is already a local transmission of the highly contagious Omicron variant.¹ There are also reports of fully vaccinated individuals being confined in Intensive Care Units (ICU), although the number is very low, especially compared to unvaccinated or partially vaccinated individuals.²

In this light, the DepEd Task Force COVID-19 (DTFC) reminds all personnel, learners, and stakeholders, even those who have been fully vaccinated, to **strictly observe the required health standards**. This entails wearing of masks, practicing proper hand hygiene and cough etiquette, observing physical distance, ensuring airflow, and avoiding crowded and enclosed spaces. Further, all concerned are enjoined to **immediately report to health authorities** any symptoms or possible exposure to COVID-19 for monitoring and management, and to comply with existing quarantine and isolation protocols.

Those who have not completed their vaccines are strongly encouraged to take their second dose, and those fully vaccinated, their boosters, when already eligible. Those who have not been vaccinated but are eligible to be vaccinated are strongly enjoined to be vaccinated as soon as possible.

¹ NCR reverted to Alert Level 3 on Jan. 3-15: Palace exec, <https://www.pna.gov.ph/articles/1164240>

² Sa datos mula sa DOH retained hospitals sa Metro Manila, 85% ng COVID-19 patients na nakaratay sa ICU ay hindi bakunado!, <https://www.facebook.com/OfficialDOHgov/posts/291681436331969>

Office of the Undersecretary for Administration (OUA)

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

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The required health standards, vaccination, and the early detection and management of cases are proven effective in preventing the further transmission of the virus, and need to be reiterated especially as personnel are returning to on-site work from the holidays. Heads of Offices are reminded to ensure proper ventilation and good airflow in workspaces, while personnel are reminded to avoid unnecessary close interaction with other personnel who are reporting on-site even if they are sharing the same workspaces. If interaction is necessary, they shall keep their masks on and observe proper physical distance. Congregating shall be avoided and face-to-face meetings shall be limited.

With regard to the minimum on-site work capacity and the IATF vaccination/RT-PCR/antigen test requirement for personnel reporting on-site, the DTFC invites all to revisit the guidance it has already provided in its previous issuances, particularly **DTFC Memorandum No. 575** titled *IATF Requirement for Personnel Reporting On-Site Beginning 01 December 2021* and **DTFC Memorandum No. 586** which provides further clarifications to DTFC Memorandum No. 575.

The latest Guidelines on the Implementation of Alert Levels System for COVID-19 Response of the IATF can be accessed at https://iatf.doh.gov.ph/?page_id=77. The latest document available is dated **14 December 2021**, which provides for the following minimum/required percentages of the workforce that needs to be present on-site in government agencies:

Alert Level	Provisions Related to Work in Government ³
Alert Level 5	Agencies and instrumentalities of the government shall be fully operational, with a skeleton workforce on-site and the remainder under alternative work arrangements as approved by the head of agency unless a greater on-site capacity is required in agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services, in accordance with the relevant rules and regulations issued by the Civil Service Commission (CSC).
Alert Level 4	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least a 40% on-site workforce . Those assigned to work off-site shall be subject to alternative work arrangements as approved by the head of agency in accordance with the relevant rules and regulations issued by the CSC. Heads of agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services shall operate at a workforce beyond the minimum as may be necessary to deliver their mandates.
Alert Level 3	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least a 60% on-site workforce . Those assigned to work off-site shall be subject to alternative work arrangements as approved by the head of agency in accordance with the relevant rules and regulations issued by the CSC.

³ These provisions are consistent both with DTFC Memorandum No. 575 and with the **Memorandum Circular No. 93** from the Office of the President dated 17 December 2021 titled *Required On-site Workforce in Government Agencies and Instrumentalities under the Alert Level System*, disseminated by the Public Affairs Service through a Memorandum dated 24 December 2021.



Alert Level	Provisions Related to Work in Government ³
	Heads of agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services shall operate at a workforce beyond the minimum as may be necessary to deliver their mandates.
Alert Level 2	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 80% on-site workforce . Those assigned to work off-site shall be subject to alternative work arrangements as approved by the head of agency in accordance with the relevant rules and regulations issued by the CSC. Heads of agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services shall operate at a workforce beyond the minimum as may be necessary to deliver their mandates.
Alert Level 1	All establishments, persons, or activities, are allowed to operate, work, or be undertaken at full on-site or venue/seating capacity provided it is consistent with minimum public health standards; provided further, that face to face classes for basic education shall be subject to prior approval of the Office of the President.

All offices and schools shall ensure compliance with minimum/required percentages of the on-site workforce depending on the alert levels of their respective workplaces.

As the IATF guidelines provides for the *minimum* onsite capacity, it is understood that the percentage of personnel reporting may go beyond the said numbers. Heads of Offices, however, are reminded to consider the vaccination and health status of their personnel, in determining whom to report on-site and whom to be placed under work-from-home arrangements, in line with DTFC Memorandum Nos. 586 and 575.

DTFC Memorandum No. 586 has also advised everyone to closely follow and pay attention to any new national issuances that may provide relevant updates and changes to DTFC memoranda, in light of the evolving guidance from national authorities. As also indicated in DTFC Memorandum No. 575, these national updates and changes shall be automatically honored.

For queries regarding this concern, please contact the DTFC Secretariat, Bureau of Learner Support Services-School Health Division (BLSS-SHD), through (02) 8632 9935 or email at medical.nursing@deped.gov.ph.

For proper guidance and widest dissemination.

ALAIN DEL B. PASCUA
Undersecretary
Chairperson, DTFC



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DepEd Task Force COVID-19
MEMORANDUM No. 586
28 December 2021

For: **Secretary LEONOR MAGTOLIS BRIONES**
Undersecretaries and Assistant Secretaries
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads

Subject: **CLARIFICATIONS ON DTFC MEMORANDUM NO. 575**
TITLED IATF VACCINATION REQUIREMENT FOR
PERSONNEL REPORTING ON-SITE BEGINNING
01 DECEMBER 2021

The DepEd Task Force COVID-19 (DTFC) provides the following clarifications on the **DTFC Memorandum No. 575** titled *IATF Requirement for Personnel Reporting On-Site Beginning 01 December 2021*. The memorandum has been approved by the Secretary for compliance by the offices and personnel concerned.

1. The IATF vaccination/RT-PCR/antigen requirement for onsite personnel, as stipulated in IATF Resolution Nos. 148-B and 149 and as elaborated in DTFC Memorandum No. 575, applies only to "areas where there are sufficient supplies of COVID-19 vaccines *as determined by the National Vaccines Operation Center (NVOC)*" (italics added).

As such, offices and schools have been instructed to coordinate with their respective Regional VOCs and/or Local VOCs to inquire whether there are sufficient supplies of COVID-19 vaccines in their respective areas, *as determined by the NVOC*.

In principle, the IATF requirement cannot be implemented until an area has been *determined by the NVOC* to have sufficient supplies of COVID-19 vaccines.

Per the DTFC's latest coordination with the NVOC, the mechanism to determine whether an area (e.g., an LGU) has sufficient supplies of the COVID-19 vaccines is still being finalized.



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2. When and where already implemented, the requirement to present a negative RT-PCR/antigen result shall apply to those who are required to report onsite but are not fully vaccinated, and shall be **at their own expense**, except when they have valid medical reasons (as validated by a DepEd medical officer) and their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine they received as first dose whose tests shall be facilitated or covered by their respective offices.

IATF Resolution No. 149 does not say that “all partially vaccinated employees in the public and private sector tasked to do onsite work need not undergo regular RT-PCR test” per se, but that they need not undergo it “*at their own expense*, as long as their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine received as first dose” (italics added).

Thus, personnel who have acceptable reasons for not being fully vaccinated will still be required to present a negative RT-PCR/antigen result but the testing shall not be at their own expense.

3. In consideration of offices who may not have the capacity to facilitate/cover the expenses for the testing of the said personnel, the existing onsite work capacity requirements based on the Alert Levels may be maximized to place concerned personnel under applicable work arrangements while they are waiting to be fully vaccinated.

At Alert Level II, government agencies are allowed to place up to 20% of its workforce under work-from-home arrangement. Personnel who are not yet fully vaccinated may be placed under such arrangement, while they shall continue to be encouraged to be fully vaccinated, especially in anticipation that LGUs will soon be placed under Alert Level I, where full onsite capacity will already be required for all government agencies and instrumentalities.

4. As indicated in DTFC Memorandum No. 575, all are advised to adhere to the guidance of the Bureau of Human Resource and Organizational Development in handling the attendance records of personnel (e.g., marking as absent, charging to existing leave credits) who may not be able to report onsite due to failure to comply with the vaccination/RT-PCR/antigen requirement.
5. The DTFC also clarifies that its recommendation in DTFC Memorandum No. 575 to impose the same vaccination/RT-PCR/antigen requirement to “visitors who need to enter officer premises for necessary transactions” is in the context of the said visitors sharing the same workspace as the fully vaccinated personnel.

For consistency, if only personnel who are fully vaccinated or who present a negative RT-PCR/antigen result are allowed to report onsite, the same shall be expected of guests who will share the same workspace or have close contact with the onsite personnel.



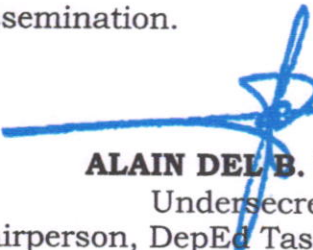
Such requirement, however, is not *necessarily* expected of guests and visitors who may need to enter work premises but will not have close contact or share the same space with fully-vaccinated personnel reporting onsite, such as the case of parents and other community members entering schools to pick up modules. It is reiterated, however, that the required health standards, such as mandatory wearing of masks at all times, observing physical distancing and preventing crowding/congregating, shall be strictly observed.

For these instances, the Head of Functional Office or the team designated for COVID-19 response in the office is given the authority to impose such requirement, as deemed necessary. For example, the Central Office (CO) Task Force COVID-19, through the CO Medical Clinic, has long made this a requirement for visitors and guests entering CO premises, even before the IATF issued a similar requirement.

Given the evolving guidance from national authorities regarding this matter, all are advised to closely follow and pay attention to any new national issuances that may provide relevant updates and changes to DTFC Memorandum No. 575. As also indicated in the said memorandum, these updates and changes will be automatically honored.

For queries regarding this concern, please contact the DTFC Secretariat, BLSS-SHD, through (02) 8632 9935 or email at medical.nursing@deped.gov.ph.

For proper guidance and widest dissemination.


ALAIN DEL B. PASCUA

Undersecretary
Chairperson, DepEd Task Force COVID-19



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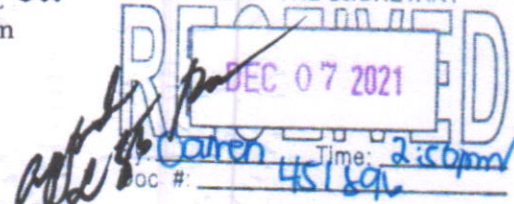
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DEPARTMENT OF EDUCATION
OFFICE OF THE SECRETARY

DepEd Task Force COVID-19
MEMORANDUM No. 575
7 December 2021



For: **Secretary LEONOR MAGTOLIS BRIONES**

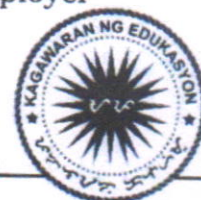
Subject: **IATF VACCINATION REQUIREMENT FOR PERSONNEL
REPORTING ON-SITE BEGINNING 01 DECEMBER 2021**

The Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) issued Resolution No. 148-B (**Annex A**), which should have **taken effect on 01 December 2021**¹, provides that "in areas where there are sufficient supplies of COVID-19 vaccines as determined by the National Vaccines Operation Center (NVOC), **all establishments and employers in the public and private sector shall require their eligible employees who are tasked to do on-site work to be vaccinated against COVID-19.** Eligible employees who remain to be unvaccinated may not be terminated solely by reason thereof. However, they shall be **required to undergo RT-PCR tests regularly at their own expense for purposes of on-site work.** Provided that, antigen tests may be resorted to when RT-PCR capacity is insufficient or not immediately available."

The following guidelines are further provided through IATF Resolution No. 149 (**Annex B**):

- In furtherance of IATF Resolution No. 148-B (s. 2021) providing for the implementation of measures to increase demand for COVID-19 vaccinations but except when all the onsite employees/workers of an establishment are required under the Alert Level System Guidelines to be fully vaccinated, all partially vaccinated employees in the public and private sector tasked to do onsite work need not undergo regular RT-PCR test at their own expense, as long as their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine received as first dose.
- To clarify the requirement of regular RT-PCR tests for purposes of onsite work, its frequency shall be construed as that determined by the employer but which should be at least once every two weeks.

¹ After publication in a newspaper of general circulation and/or the Official Gazette



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In this regard, the DepEd Task Force COVID-19 (DTFC) recommends the following guidelines, for compliance by the offices and personnel concerned, upon approval of the Secretary:

1. All offices and schools shall ensure compliance with the minimum/required percentage of the workforce that needs to be present on-site, based on the latest guidelines of the IATF accessible at https://iatf.doh.gov.ph/?page_id=77 . To date, the latest *Guidelines on the Implementation of Alert Levels System for Covid-19 Response* are as of 18 November 2021, and provide the following:

Alert Level	Provision on Work in Government
Alert Level 5	Areas placed under Alert Level 5 shall observe the guidelines applicable to Enhanced Community Quarantine (ECQ) as provided for under the IATF Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines, as amended. The benefits applicable to ECQ shall be applicable in Alert Level 5. ²
Alert Level 4	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 40% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 3	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 60% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 2	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 80% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 1	All establishments, persons, or activities, are allowed to operate, work, or be undertaken at full on-site or venue/seating capacity provided it is consistent with minimum public health standards; provided further, that face to face classes for basic education shall be subject to prior approval of the Office of the President.

2. Offices and schools shall continue to consider the health status of the personnel (e.g., comorbidities) in determining who will be required to report on-site to comply with the minimum/required percentage of on-site personnel.
3. Consistent with IATF Resolution Nos. 148-B and 149, s. 2021, the following shall be observed in DepEd:
 - a. Offices and schools shall coordinate with their respective Regional VOCs and/or Local VOCs to inquire whether there are sufficient supplies of COVID-19 vaccines in their respective areas, as determined by the NVOC.

² Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines with Amendments as of September 23, 2021: Agencies and instrumentalities of the government shall be fully operational, with a skeleton workforce on-site and the remainder under alternative work arrangements as approved by the head of agency unless a greater on-site capacity is required in agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services, in accordance with the relevant rules and regulations issued by the Civil Service Commission (CSC). (As amended by Paragraph B of IATF Resolution no. 106-B, March 28, 2021)



- i. The IATF vaccination/RT-PCR/antigen requirement for onsite personnel, as stipulated in IATF Resolution Nos. 148-B and 149 and as elaborated in this section, applies only to such areas.
 - ii. The DTFC is coordinating with the NVOC for a centralized reference list of areas where there are sufficient supplies of COVID-19 vaccines and which are covered by the IATF resolutions.
- b. Only personnel who have been fully vaccinated will be allowed to work on-site. They shall be required to present their vaccination cards as proof of vaccination before they are included in the list of personnel allowed to report on-site. Those who have not been vaccinated shall remain under a work-from-home arrangement.
 - c. Personnel who have not been vaccinated, but are eligible, shall continue to be encouraged to be vaccinated, especially if they will soon be required to report on-site.
 - d. If unvaccinated personnel will be required to report on-site, they shall **be required to present a negative result of RT-PCR test undertaken at most 48 hours before the day of reporting, and which shall be valid for up to two weeks from the day of testing³**, unless the personnel develop symptoms, for which they shall stop reporting on-site and proceed to established health protocols.
 - i. When RT-PCR capacity is insufficient or not immediately available, antigen tests may be resorted to.
 - ii. The RT-PCR or antigen test of unvaccinated personnel **who have refused to be vaccinated despite being eligible** for vaccination shall be charged at the personnel's expense.
 - iii. Partially vaccinated personnel required to do onsite work **need not undergo regular RT-PCR test at their own expense, as long as their second dose is not yet due** pursuant to the interval prescribed for the brand of vaccine they received as first dose.
 - iv. Concerned offices and schools are requested to **facilitate/cover the costs of the testing of personnel** who are required to report on-site but cannot be vaccinated because their **second dose is not yet due** pursuant to the interval prescribed for the brand of vaccine they received as first dose or because of **valid medical reasons**.

³ IATF Resolution No. 149 provides: "To clarify the requirement of regular RT-PCR tests for purposes of onsite work, its frequency shall be construed as that determined by the employer but which should be at least once every two weeks."



- v. Personnel who have valid medical reasons for not being vaccinated shall present a medical certificate from their attending physician, for validation by the nearest DepEd medical officer⁴. The DepEd medical officer shall monitor the personnel's condition and request the regular updating of their medical certificate, as may be applicable, and ensure that the personnel will be vaccinated when already eligible or cleared.
- e. For consistency, the same requirement—that they are either fully vaccinated or RT-PCR/antigen-negative, as described above—shall be imposed on:
 - i. personnel required to travel or attend a work-related face-to-face gathering (e.g., seminar, training, monitoring, workshop, forum, meeting);
 - ii. visitors who need to enter officer premises for necessary transactions;
 - iii. guests who need to join work-related face-to-face gatherings.
- f. The Bureau of Human Resource and Organizational Development (BHROD) is requested to provide guidance on how to handle the attendance records of personnel who cannot be accommodated in office premises, despite being required to report onsite, due to failure to present proof of vaccination or valid negative RT-PCR/antigen test result.
- g. It is reiterated that vaccination remains **not mandatory**, and no personnel who remain to be unvaccinated may be terminated solely by reason thereof.

This is consistent with **Republic Act No. 11525** titled *An Act Establishing the Coronavirus Disease 2019 (COVID-19) Vaccination Program, Expediting the Vaccine Procurement and Administration Process, Providing Funds Therefor, and for Other Purposes*, as cited in **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*.

- 4. All concerned units at the Central Office and the field offices, including the BHROD, the Central Office Task Force COVID-19, and the Composite Team in charge of the pilot implementation of face-to-face classes, are requested to provide necessary guidance or update existing guidelines as may be needed to comply with this memorandum and the cited national issuances.

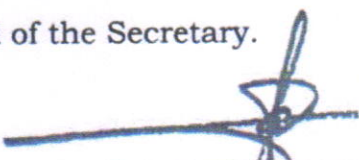
⁴ In case the SDO does not have a medical officer, the medical officer from the Regional Office (RO) may validate the medical certificate. In case both the SDO and the RO do not have a medical officer, the medical officer from nearby SDO may validate the medical certificate.



5. In case of changes to national issuances which became the bases for this memorandum, such changes will be automatically honored.

For queries regarding this concern, please contact the DTFC Secretariat, BLSS-SHD, through (02) 8632 9935 or email at medical.nursing@deped.gov.ph.

For the consideration and approval of the Secretary.



ALAIN DEL B. PASCUA

Undersecretary

Chairperson, DepEd Task Force COVID-19

cc: **Undersecretaries and Assistant Secretaries**
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
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