

# Devartment of Education

# **REGION IV-A**

### SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

June 3, 2020

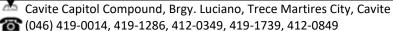
**DIVISION MEMORANDUM** NO. 161, s. 2020

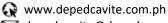
To: Assistant Schools Division Superintendent Chief, School Governance and Operations Division Selected Division medical and dental personnel Public Schools District Supervisors Municipal Disaster Risk Reduction and Management focal persons All Concerned

## TRANSITIONING TO THE NEW NORMAL: HEALTH AND SAFETY PROTOCOLS AND INFECTION PREVENTION AND CONTROL IN THE WORKPLACE AND SCHOOL CLINICS WEBINAR

- To continuously equip its human resource, especially front liners, in preparation for the new normal workplace and the opening of SY 2020-2021, DepEd Cavite shall conduct a webinar anent the health and safety protocols and infection prevention and control measures in the workplace and school clinics thru on June 5, 2020 and June 13, 2020, 10:00 a.m.- 12:00 n.n. via Google Meet.
- 2. Primarily, this webinar aims to capacitate the participants on workplace management as they transition to the new normal. Specifically, it aims to:
  - a) familiarize the participants on the key components of the new normal workplace;
  - b) review the nature of SARS-COV-2;
  - c) discuss Infection Prevention and Control in the Workplace its key concepts and reference guidelines;
  - d) provide guidance to the workplace-specific preparation for Infection Prevention and Control in the Workplace; and
  - e) provide an avenue for clarifications
- 3. The webinar will involve 133 Division medical officers, dentists, nurses, and dental aids and municipal Disaster Risk Reduction and Management (DRRM) focal persons.
- pre-register 4. **Participants** enjoined to through link deped.in/DepEdCavitenewnormal until June 4, 2020 (Thursday), 3:00 p. m. Joining information shall be sent through the email address on June 5, 2020.













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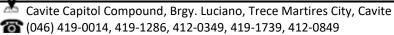
## **SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

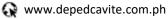
- 5. Attached are the program matrix and the list of program management team and their terms of reference.
- 6. For other related concerns, kindly contact the training program proponents thru these number 09272765033.
- 7. Immediate dissemination of this Memorandum is highly desired.

ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent

ATC/ DM-161,S.2020 BU-341/(06/02/2020)













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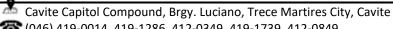
## **SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

Attachment 1 to Division Memorandum No. \_\_ s. 2020 titled TRANSITIONING TO THE NEW NORMAL: HEALTH AND SAFETY PROTOCOLS AND INFECTION PREVENTION AND CONTROL IN THE WORKPLACE AND SCHOOL CLINICS WEBINAR

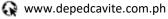
## PROGRAM MATRIX

DATE/TIME	TOPIC/ACTIVITY	RESOURCE SPEAKER/ FACILITATOR
Phase 1 (June 5, 2020)		
10:00-10:15	PRELIMINARIES National Anthem Prayer Opening Message Presentation of Objectives Webinar Protocols/ Etiquette Pre-test	PMT
10:15-11:45	Workplace Management in the New Normal	Pearl Oliveth Intia, MD Medical Officer IV, RO IV A
11:45-12:00	<ul> <li>Post-Test</li> <li>Open Forum</li> <li>Accomplishment of Attendance and Evaluation Form</li> <li>Ways Forward</li> <li>Closing Program</li> <li>Phase II (June 13, 2020)</li> </ul>	PMT
10:00-10:15	PRELIMINARIES National Anthem Prayer Opening Message Presentation of Objectives Webinar Protocols/ Etiquette	PMT
10:15-11:45	Infection Prevention and Control in the Workplace and Schools Clinics	Pearl Oliveth Intia, MD Medical Officer IV, RO IV A
11:45-12:00	<ul> <li>Post-Test</li> <li>Open Forum</li> <li>Accomplishment of Attendance and Evaluation Form</li> <li>Ways Forward</li> <li>Closing Program</li> </ul>	PMT





**6** (046) 419-0014, 419-1286, 412-0349, 419-1739, 412-0849



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#### **SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

Attachment 2 to Division Memorandum No. \_\_\_ s. 2020 titled TRANSITIONING TO THE NEW NORMAL: HEALTH AND SAFETY PROTOCOLS AND INFECTION PREVENTION AND CONTROL IN THE WORKPLACE AND SCHOOL CLINICS WEBINAR

#### PROGRAM MANAGEMENT TEAM

#### **EXECUTIVE COMMITTEE**

### ROMMEL C. BAUTISTA

Schools Division Superintendent

## GALILEO L. GO, CESE

Assistant Schools Division Superintendent

#### DIANA P. TOPACIO

Chief, School Governance and Operations Division

#### **ELPIDIA B. BERGADO**

Chief, Curriculum Implementation Division

### ANGELITA C. ORENCIANO, MD

Medical Officer III

Registration:Renee Jane RustiaProgram:Alvin T. CayetanoTechnical:Rey Ann M. Avilla

**Documentation:** Renee Jane Rustia, Rey Ann M. Avilla **QATAME**: c/o Monitoring and Evaluation Unit

### Terms of Reference of Program Management Team

Registration -in charge of securing the attendance of the participants

Program - takes charge of the program flow of activity

Technical - ensure the smooth flow of the program

Documentation - in charge photos and narrative report of the activity

QATAME - responsible for the quality assurance of the activity through evaluation process



