

Republic of the Philippines

Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: November 12, 2020

Division Memorandum No. 385, s. 2020

TERMINAL REPORT ON THE USE OF CLASSROOMS AS COVID 19 ISOLATION FACILITIES BY THE LGU

To: Public Schools District Supervisor/District In-Charge District DRRM /Alternate Coordinators Concerned School Heads

1. Relative to the use of school classrooms as Covid-19 isolation facilities by the BLGU/LGU, all concerned are hereby directed to submit the terminal report on the matter.

2. The template for the said report is being attached as annex of this

memorandum.

3. Those districts that gave already their initial report, through GC, please just complete the other relevant data asked for in the template.

- 4. Deadline for submission will be on Monday, November 16, 2020. Email your report to rufino.reyes@deped.gov.ph or thru messenger. For clarifications, text/call 09103415318.
- Widest dissemination of this memorandum is highly recommended.

JOSITA B. CARMEN, CESO V Schools Division Superintendent 11/13/20

Encl.:

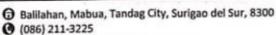
As stated

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

Facilities

Covid-19



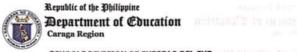


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SCHOOLS DIVISION OF SURIGAO DEL SUR

Annex to Div. Memo #385s. 2020

TEMPLATE ON TERMINAL REPORT FOR CLASSROOMS USED AS COVID 19 ISOLATION FACILITIES

District	School	# of rooms used	# of occupants	Months/Amount								Total Amount	Amount Reimbursed / paid by BLGU/LGU	Remarks
				Mar	Apr.	May	June	Jul	Aug.	Sept	Oct.			
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Submitted/Consolidated by

PSDS/DIC

- Directions:

 > If LGU did not pay for water, electric bills and damages if any, write a formal letter/claim to LGU ,cc SDO
 > Document the damages, send pictures and inventory
 > Write in remarks if LGU did not use the classrooms, not paid their obligations, etc
 > Any important informations
 > Others



