



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE

Office of the Schools Division Superintendent

March 15, 2021

DIVISION MEMORANDUM
No. **079**, s. 2021

SCHEDULED GENERAL DISINFECTION OPERATION IN THE DIVISION OFFICE

TO : Assistant Schools Division Superintendents
Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
Administrative Officer V
All Others Concerned

1. To ensure continuing implementation of the safety protocols and protection of all personnel and visitors, this office announces the conduct of the General Disinfection Operation in the Division Office on March 20 and 27, 2021. During the scheduled operation, the division office will not allow entry of all personnel and visitors to ensure the effectivity of the operation.
2. The Division Office shall also make sure that all requests, queries and other services need are addressed and fully served through maximum utilization of its Online Request and Tracking System (ORTS). Please refer to earlier Division issuances for the list of contact numbers of all units particularly the ORTS processors for your convenience. You may also convey your need for assistance via ORTS Help Desk.
3. CTO for non-teaching personnel shall be given to those who render service during the operation.
4. Your full cooperation is of high importance as everyone's safety is of our greatest concern.
5. Widest and immediate dissemination and guidance is needed from all concerned. Keep safe everyone.

MARILYN S. ANDALES, EdD, CESO V
Schools Division Superintendent



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