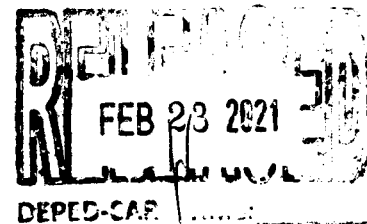




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



February 23, 2021

**REGIONAL MEMORANDUM**

No. 074-2021

**CHECKLIST FOR SCHOOLS DIVISION SUPERINTENDENTS/SCHOOL HEADS IN  
RECOMMENDING SCHOOLS REQUESTED BY LOCAL GOVERNMENT UNITS TO BE  
USED IN ACTIVITIES RELATED TO COVID-19**

To: Schools Division Superintendents  
Heads, all public Elementary and Secondary Schools

1. Relative to the increasing number of schools being requested by Local Government Units (LGUs) to be used not just as Temporary Treatment and Monitoring Facilities (TTMF) but also as fixed sites for the COVID-19 Vaccination Program, the submission of the following documents as stated in OM-OSEC-2020-004 and Regional Memorandum 050.2021 are reiterated before a school may be allowed to be used as a temporary quarantine area, to wit:

- a. Certification from the Regional Director of the DILG/Head of the Regional Task Force COVID-19 that the school/facility to be used was assessed and within the parameters of rules, regulations and directives issued by the national government;
- b. Assessment report by the Local Health Officer that the facility is suitable for the specific intended purpose;
- c. Minimum Terms and Conditions (TAC) for the intended use of DepED school.
- d. Management Plan of the facility as a Quarantine Area;
- e. Provision of a safe temporary work area for teachers and personnel while the school is being used as a TTMF.
- f. Approval sheet signed by the Schools Division Superintendent

2. For information, guidance and strict compliance.

  
**ESTELA L. CARIÑO EdD, CESO III**  
Director IV/Regional Director

ESSD/EHM/ak



Wangal, La Trinidad, Benguet, 2601  
Tel: (074)422-1318 | Fax: (074)422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)

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