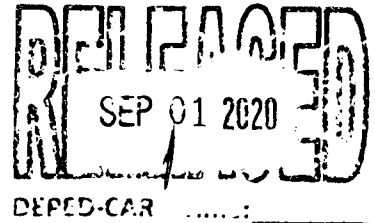




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



Office of the Regional Director

August 27, 2020

REGIONAL MEMORANDUM

No. 260-2020

NEAPR – CAR TRAINING CENTER AND DORMITORY ADMISSION PROTOCOLS DURING THE QUARANTINE PERIOD

**TO: Assistant Regional Director
RO Chiefs/Unit Heads
Schools Division Superintendents
All Divisions
All Others Concerned**

1. In line with the Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines issued by the Inter-Agency Task Force and in coordination with the Department of Health and the Local Government Unit, whereas, accommodation establishments which includes agency dormitories, shall adhere to the provisions on the different community classifications during the quarantine period.
2. In order to mitigate the possibility of spread of the COVID-19 virus from non-DepEd CAR Regional Employees, especially those with travel history, a strict protocol shall take effect as stated below:
 - a. Admission of guests in the NEAPR – CAR Dormitory is limited to Regional Office personnel only.
 - b. Proponents of DepEd Regional activities / seminars / trainings should limit the number of face-to-face participants and take into consideration travel advisories/guidelines.
 - c. Field participants and speakers of DepEd Regional activities / seminars / trainings are allowed to check-in only within the duration of the activity, and must coordinate with the NEAPR Dormitory Manager for guidelines in rooming to adhere to social distancing and health protocols.
 - d. Proponents of Regional activities shall inform the clinic in advance as DepEd field participants, speakers and non-DepEd participants should undergo TRIAGE at the DepEd CAR Regional Office Clinic prior to check-in.
 - e. Checking in and out of rooms are only within the official time from 8:00 AM to 5:00 PM. Mondays to Fridays.
 - f. Occupants should check out on Friday noon to give way to disinfection of dormitory facility/rooms, and laundry of towels/linens.
 - g. No check ins/out during Saturdays and Sundays.



Address: Wangal, La Trinidad, Benguet, 2601
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Website: www.depedcar.ph | **Email:** car@deped.gov.ph



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


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3. For inquiries and clarifications, please coordinate with the Human Resource Development Center (HRDD) through Jennifer Ande or the dormitory manager Cynthia Harada through the landline (074) 422 – 1318.

4. Immediate and widest dissemination of and strict compliance with this memorandum is directed.


MAY B. ECLAR, PhD, CESO V
Regional Director

HRDD/JPA/dean



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