



Republic of the Philippines  
**Department of Education**  
 REGION II - CAGAYAN VALLEY  
 SCHOOLS DIVISION OF TUGUEGARAO CITY

Ord- 07-28

June 24, 2020

**DIVISION MEMORANDUM**

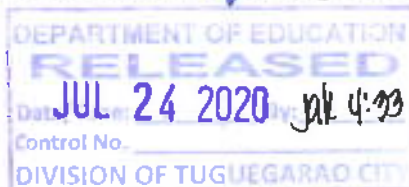
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**GOVERNANCE AND OPERATIONS RISK ASSESSMENT AND EVALUATION IN THE CONDUCT OF PILOT TESTING FOR THE DIFFERENT LEARNING MODALITIES**

**To: Assistant Schools Division Superintendent  
 Chief Curriculum Implementation Division  
 Chief Governance and Operations Division  
 Public Schools District Supervisor  
 All School Heads**

1. While we ensure the proper and safe implementation of the *Basic Education Learning Continuity Plan*, this Office needs to equally safeguard the health, safety and well-being of learners, teachers and other school personnel in this forthcoming school opening.
2. For this purpose the *Disaster Risk Reduction and Management* in partnership with *Health and Nutrition* Section will assess and evaluate the school preparation particularly in the following areas:
  - the implementation of BE-LCP governance and operations aspect
  - implementation OF Health and Safety Protocols
  - risk plan
3. A risk assessment and evaluation is scheduled on July 27-28, 2020 to determine schools alignment to the IATF Protocols and Standards.
4. For information, reference and compliance.

**REYNANTE Z. CALIGUIRAN**  
 Assistant Schools Division Superintendent  
 OIC- Schools Division Superintendent



Encl: (Covid-19 Risk Assessment Form)  
 Reference: DRRM PILLARS, IATF Guidelines  
 To be indicated in the Perpetual Index

SGOD/GMD/JPC/DRRM



**Address:** Regional Government Center, Carig Sur, Tuguegarao City, 3500  
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**ASSESSMENT AND EVALUATION TOOL**  
**Health and Safety Measures**

<b>Pillars of Health and Safety and Standards</b>	<b>Evident</b>	<b>Not evident</b>	<b>Remarks</b>
1. Presence of <b>designated granary or area for the distribution and retrieval</b> of learning modules. Said area should be sanitized or disinfected every day.			
2. <b>Provisions</b> for health and sanitation supplies (mask, disinfection solutions, alcohols etc. and the like).			
3. <b>No pupils/learners</b> involved in distribution and or retrieval of learning modules.			
4. <b>A designate personnel/teachers</b> to lead in the distribution and retrieval of modules			
5. <b>designated sanitation officer</b> to lead the disinfection of school surroundings and an officer to lead in the administration of thermal scanning			
6. <b>No school personnel or teachers who is (60) years old and above, those with immunodeficiency, comorbidities, or other health risk, and pregnant women</b> are involved or assigned in the distribution and retrieval of modules and or conduct monitoring and assessment,			
7. Physical/social distancing is observed at all times during the <b>distribution and retrieval</b> of learning modules			
8. Policy on <b>physical or mass gatherings, meetings, conferences</b> and the like, complied with the prescribed limitation (fifty percent (50%) of the seating or venue capacity).			
9. <b>No face-to-face monitoring and assessment</b> to learners shall be conducted;			

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10. Presence of <b>hand washing facility</b> at the school entrance.			
11. Presence of <b>footbath and hand sanitation in all classrooms.</b>			
12. Required <b>visitors and or clients to secure and accomplish Covid-19 Risk Assessment Form</b> for contact tracing purposes.			
13. <b>maintained cleanliness and orderliness</b> of the school premises at all times 1. Clean and clear drainage to prevent clogging 2. Cover drainage canals and provide necessary warnings 3. corridors and pathways are unobstructed and that all sharp, protruding objects that may cause harm to students are removed.			

Monitored by: \_\_\_\_\_

Date: \_\_\_\_\_

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