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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

DepEd Task Force COVID-19
MEMORANDUM No. 036
20 April 2020

For: **Director Rizalino Jose Rosales**
Youth Formation Division
Schools Sports Division

Subject: **ADDITIONAL BLSS STAFF TO SUPPORT**
IN COVID-19 RESPONSE

This is to authorize the following personnel from the Bureau of Learner Support Services-Office of the Director (BLSS-OD), BLSS-Youth Formation Division (BLSS-YFD), and BLSS-Schools Sports Division (BLSS-SSD)—who have expressed willingness through their respective superiors (Bureau Director/ Division Chief) to be added to the skeletal workforce of the Central Office, beginning **22 April 2020** until the Enhanced Community Quarantine is lifted or until further advice, based on the following schedule:

Personnel	Schedule
Divina David, YFD	Monday, daytime, as determined
Paulo Motita, SSD	Tuesday, daytime, as determined
Romel Mendoza, YFD	Wednesday, daytime, as determined
Shejerazade Tamayo, SSD	Thursday, daytime, as determined
Jomel Morante Parado, YFD	Friday, daytime, as determined
Jason Mina, SSD	Saturday, daytime, as determined
Randolf Jamias, BLSS-OD	Monday to Friday, afternoon toward evening, as needed Saturday to Sunday, on call

They have been requested to provide necessary support to BLSS-School Health Division (BLSS-SHD) in the efforts related to the Department's COVID-19 response, as the Secretariat of the DepEd Task Force COVID-19:

1. Assist in the daily operations of the DepEd Task Force COVID-19, including, but not limited to, providing necessary assistance in the drafting and facilitation of requested documents, attending to queries received by the COVID-19 hotlines, and assisting in the set-up and



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]

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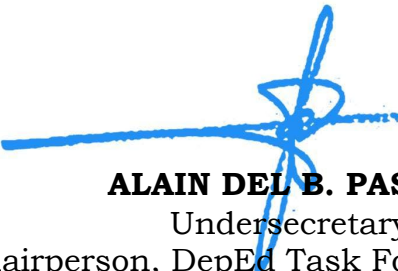

2. Provide technical support to Dr. Maria Corazon Dumlao and Dr. Mariblanca C. Piatos in the management and referral of cases, and in responding to emergencies, as delegated (Note: They will not directly assist patients)

They shall stay in their respective workstations in their respective offices, and shall only go to the BLSS Meeting Room as needed.

They shall be provided the necessary transportation arrangements and be entitled to corresponding benefits of reporting to work on site during the Enhanced Community Quarantine. The daily accommodation of Randolph Jamias shall be arranged at the PASS Dormitory located at DepEd Complex.

It is also understood that before reporting for work at the Central Office, they shall be provided through available online platforms an orientation on their tasks, as well as on the health, safety, and precautionary measures that they are expected to strictly observe upon their reporting physically in the office, including the wearing of masks, the observance of physical distancing while in the premises of the Central Office, and frequent and proper handwashing, among others.

For appropriate action.



ALAIN DEL B. PASCUA
Undersecretary
Chairperson, DepEd Task Force COVID-19



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