



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

January 11, 2021

OFFICE MEMORANDUM

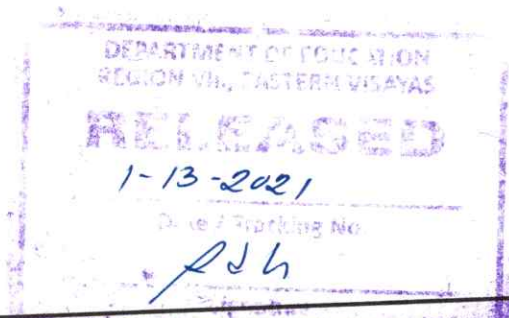
No. **013**, s. 2021

To: Director III
Division Chiefs
Sections/Unit Heads
All Others Concerned

DISINFECTION OF OFFICES

1. Due to the emerging health crisis and for the safety of all employees during this COVID-19 pandemic, this Office through the General Services Unit shall conduct a regular disinfection of all areas.
2. Moreover, the general disinfection of all offices will be done once a month from 8:00AM-5:00 PM on the following schedules:
 - January 29, 2021
 - February 26, 2021
 - March 26, 2021
 - April 30, 2021
 - May 28, 2021
 - June 25, 2021
 - July 30, 2021
 - August 27, 2021
 - September 24, 2021
 - October 29, 2021
 - November 29, 2021
 - December 29, 2021
3. All RO employees are advised to secure or cover all office equipment and documents prior to the disinfection.
4. Office work will be suspended during the general disinfection of offices.
5. For the information and guidance of all concerned.

AD-GSU-ATR




RAMIR B. UYTICO EdD, CESO IV
Director IV 



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DepEd RO8 ATA-F16 (CY2018-v03-r00) Page 1 of 1

