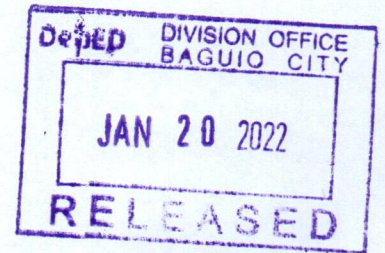




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



Division Memorandum Order No. 025, s. 2021

TO : **All Concerned**
SUBJECT : **RT-PCR Swab Testing for Unvaccinated Personnel**
DATE : 10 January 2022

1. Policy Statement

In response to the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID), through Resolution No. 148-B, that directs all establishments and employees in the public and private sectors to require on-site employees to be vaccinated against COVID-19 and those employees who, despite eligibility for vaccination, remain unvaccinated, shall undergo reverse transcriptase-polymerase chain reaction (RT-PCR) tests regularly at their own expense for purposes of on-site work, provided, that antigen tests may be resorted to when RT-PCR capacity is insufficient or not immediately available; DepEd Task Force COVID 19 Memorandum No. 575 and to the City's Executive Order No. 159-2021 issued by Mayor Benjamin Magalong on November 29, 2021; this memorandum shall implement such.

2. Scope

All DepEd teaching and non-teaching personnel who have not yet been vaccinated despite eligibility are required to submit a negative RT-PCR every two weeks to be allowed to continue physical reporting.

3. Procedural Guidelines

A. Unvaccinated Personnel

1. Each teaching/non-teaching personnel shall report his vaccination status by giving a copy of his vaccination certificate to the school health and nutrition section to be collected by the clinic teacher/nurse.
2. Identified unvaccinated personnel shall be listed for monitoring of Swab test status prior to physical reporting.
3. It is highly encouraged that all DepEd personnel be vaccinated against COVID-19.
4. Non-compliance shall be given due counselling and shall not be allowed to go for physical reporting. They shall be tasked to have alternative working arrangements.



"DepEd SDO Baguio City: We Serve, We Care."

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B. Procedure for Screening:

1. Unvaccinated personnel who are vaccine-eligible must undergo mandatory RT-PCR testing every two weeks prior to physical reporting on his own expense until the said personnel receives his first vaccine dose.
2. The personnel will also be required to undergo mandatory testing if he fails to avail of the second dose after the prescribed period of interval of the vaccine brand.
3. If ineligible to receive the vaccines for health reasons, the personnel must secure a medical certificate from the City Health Services Office to be exempted from the bi-monthly test requirement.
4. An antigen test or saliva test for COVID-19 shall be accepted only when RT-PCR capacity is insufficient or not immediately available.
5. Results of the screening test shall be submitted and kept by the school health and nutrition section. The personnel shall be managed accordingly based on the results of the test. Results shall be kept confidential in accordance with the data privacy act.

For your guidance and strict compliance.

Effectivity: immediate


FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent



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