



DM 2020 - 9 - 121
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: MAR 04 2020
BY: [Signature]

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

Division MEMORANDUM

No. 121, s. 2020

TO: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD and CID
Public and Private Elementary and Secondary School Heads
All Others Concerned

FROM: VICTORIA V. GAZO
Schools Division Superintendent

DATE: March 3, 2020

SUBJECT: PRECAUTIONARY MEASURES ON THE CONDUCT OF GRADUATION OR MOVING UP CEREMONY

1. School Heads are advised to take precautionary measures to ensure public safety in the conduct of graduation or moving up ceremony.
2. For health-related concerns, such as COVID-19 and Influenza, School Heads shall take, but not limited to, the following safety measures:
 - a. Provide alcohol or hand sanitizers at the entrance and exit of the venue;
 - b. Ensure provision of flowing water and soap for handwashing in the comfort rooms;
 - c. Encourage wearing of face mask for learners and guests who have colds or flu-like symptoms;
 - d. Identify ahead of time the learners, teachers, non-teaching personnel, and guests who recently travelled to countries with COVID-19 outbreak or contacted persons with confirmed or probable case. Ensure that they have observed 14-day self-quarantine before they join the ceremony; and
 - e. Discourage "beso-beso" or any body-contact greetings.
3. Division Memorandum No. 105, s. 2019 re: *Public Safety Measures for Graduation Ceremony, Moving Up Ceremony, and Other Activities in Schools* is reiterated for other safety concerns. To wit:
 - a. Coordinate with the Barangay for the provision of additional security personnel;
 - b. Ensure that security personnel provided by the Barangay can be easily identified;
 - c. Selling of garlands, foods, and water shall be done outside the school premises;



Address: Sayre Highway, Purok 6, Casisang, Malaybalay City
Telefax: (088) 314 - 0094
Email Address: malaybalay.city@deped.gov.ph

- d. Deadly/bladed weapons shall be strictly prohibited. Gun ban by COMELEC during election period shall be firmly implemented in the schools;
 - e. Intoxicated individuals shall not be allowed to enter the school;
 - f. Advise the parents to bring only what they need. Backpacks and gifts shall not be allowed inside the school;
 - g. Keep the cleanliness of the school. Place trash bins for biodegradable and non-biodegradable wastes to noticeable areas;
 - h. Fire extinguishers should be available inside the hall where the ceremony is being held;
 - i. Post evacuation map and emergency hotline number in conspicuous places; and
 - j. Provide safety reminders to parents and guests following the guidelines stipulated in Division Memorandum no. 278, s. 2018 re: *Integration of Safety Measures in all Programs, Trainings, Workshops, and Other Activities*.
4. Should there be queries, contact **Jimdandy S. Lucine**, Project Development Officer II (DRRM), through **09171156864**.

Encls: None

Copy Furnished: Records Unit | DRRM



Address: Sayre Highway, Purok 6, Casisang, Malaybalay City
Telefax: (088) 314 - 0094
Email Address: malaybalay.city@deped.gov.ph