



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

06 September 2020

DIVISION MEMORANDUM  
No. **198**, s. 2020

**OBSERVANCE OF A STRICT WORK FROM HOME OF SELECTED SDO AND  
FIELD PERSONNEL**

To: Office of the Assistant Schools Division Superintendent  
School Governance and Operations Division Chief  
Curriculum Implementation Division Chief  
Public Schools District Supervisors/District In-Charge  
Public and Private Elementary and Secondary School Heads  
All others concerned

1. Currently, the province of Nueva Vizcaya was placed under the Modified General Quarantine Status however due to the surge of COVID-19 cases in the Municipality of Solano, the MLGU declared as approved by the provincial IATF that said municipality be placed under the Modified Enhanced Community Quarantine from September 1-15, 2020.
2. As of 8:00 AM of September 5, 2020, the province charted a total of 126 active COVID cases and registered 6 deaths. The Department of Health (DOH) Cagayan Valley likewise confirmed that there is already a local transmission in the municipalities of Bayombong and Solano.
3. From August 1 to September 5, 2020, the case distribution per municipality and per barangay is shown in the table below.

Municipality	No. of confirmed COVID-19 positive Cases
<b>Solano</b> (97 cases with 2 deaths)	
Quezon ( <i>with 1 death</i> )	9
Qurino	17
Roxas	18
San Luis	11
Aggub	8
Commonal	5
Dadap	5
Bascaran	4
Uddiawan	3
Poblacion South	5



**Address:** Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya  
**Telephone Nos.:** (078) 362-0106, 09171589946  
**Email Address:** [nuevavizcaya@deped.gov.ph](mailto:nuevavizcaya@deped.gov.ph)  
**Website:** [www.deped-nv.com.ph](http://www.deped-nv.com.ph)

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Osmena	4
Poblacion North	2
Bagahabag	4
Lactawan	1
Curifang	1
<b>Bayombong (22 cases with 1 death)</b>	
Don Mariano Marcos <i>(with 1 death)</i>	11
Busilac	1
Magsaysay	3
Bonfal West	1
Sta. Rosa	1
Magapuy	1
Bonfal East	1
Salvacion	1
District IV	1
La Torre South	1
<b>Bagabag (5 cases)</b>	
Purok 5, San Pedro	1
Pogonsino	2
San Geronimo	1
Sta. Lucia	1
<b>Quezon (5 cases)</b>	
Runruno	2
Darubba	1
Aurora	1
Maddiangat	1
<b>Bambang (4 cases)</b>	
Homestead	2
Almaguer South	1
Alamguer South	1
<b>Villaverde (1 case)</b>	
Bintawan Sur, Villaverde	1
<b>Diadi (1 case)</b>	
Bugnay	1
<b>Dupax Del Norte (1 death)</b>	
Malasin	1
<b>Kasibu (1 case)</b>	
Didipio	1
<b>Alfonso Castaneda (1 case)</b>	
Galintuja	1
<b>Dupax Del Sur (2 cases with 1 death)</b>	
Bagumbayan	1
Gabut	1
<b>Aritao (1 case)</b>	



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4. Moreover, as of this date, most of the municipalities like Bayombong, Bagabag, Dupax Del Sur, Quezon and Solano are awaiting results of swab tests from individuals as a result of contact tracing by the LGU.
5. Given these, the following SDO and field personnel are hereby advised to work from home from September 7 to September 11, 2020 to help the LGUs manage the implemented restriction of movement of their constituents in and out of these municipalities:
  - a. those who are residing and working in the barangays listed above;
  - b. those who have difficulty in reporting to the office due to public transportation limitations;
  - c. those who have direct exposure to a COVID-19 positive personnel and were advised by the LGUs thru the Municipal Health Office to undergo self-quarantine.
  - d. employees who are immune-compromised or with comorbidity condition and 60 years old and above.
6. During the duration of their work from home, personnel shall open all lines of communication for work-related purposes and to comply with the provisions of DM 43, s. 2020 particularly the submission of Accomplishment Report of the approved Workweek Plan for monitoring by unit heads/functional division chiefs or immediate superior.
7. The security guards, drivers and utility workers however still need to report to office during the said period to ensure that the office and schools remain secured, clean and orderly and are expected to observe the necessary protocols such as but not limited to wearing their masks and face shields.
8. All health personnel are advised to report to duty to monitor school/office compliance to health protocol and standards and for the monitoring of reported COVID -19 suspects personnel.
9. Other personnel not covered by the provisions mentioned herein are expected to report as scheduled and are reminded to strictly observe all the minimum health protocols.
10. An advisory will be issued later to inform everyone whether to sustain or terminate the Work-From-Home scheme described above;
11. For strict compliance and dissemination.



**RACHEL R. LLANA PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent



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