



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



17 September 2021

DIVISION MEMORANDUM

DM No. 689, s. 2021

AVAILABILITY OF SDO QUEZON'S BREASTFEEDING STATION

To: OIC-Assistant Schools Division Superintendents
Division Chiefs
Section/ Unit Heads
Public Schools District Supervisors
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. DepEd Quezon through the Division GAD Focal Point System and School Health Section (SHS) announces the availability of **Breastfeeding Station** in the SDO – Talipan Pagbilao, Quezon.
2. Said station is located between the SHS Office and the COA Office, near the Records Section.
3. Nursing employees are entitled to break intervals in additional to the regular time-off for meals to breastfeed or express milk.
4. Nursing employees shall notify their immediate section head before leaving their work station. These intervals which include the time it takes an employee to get to and from the workplace lactation station shall be counted as compensable hours worked. Usually, there could be 2-3 breastmilk expressions lasting to 15-30 minutes each within a workday.
5. The Breastfeeding Station can also be used by other customers and stakeholders.
6. The breastfeeding station is well-equipped with a refrigerator where nursing employees can store the collected milk. It has also a lavatory with soap, table, comfortable chairs, water dispenser and a well ventilated space.
7. Minimum health and safety protocols shall be strictly observed in the area.
8. The SHS is primarily responsible in the monitoring of activities, and use of equipment and supplies.

DEPEDQUEZON-TM-SDS-04-009-003



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9. For any inquiries, please look for Dr. Marie Antoinette A. Tesalona at the School Health Section.
10. Immediate dissemination of this Memorandum is highly desired.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

shsmtma/09/17/2021

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