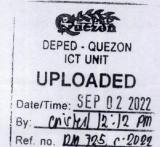


Republic of the Philippines

Department of Education

Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



31 August 2022

DIVISION MEMORANDUM DM No. 326, s. 2022

DISTRIBUTION OF PORTABLE FOOT OPERATED HANDWASHING FACILITIES AND OTHER SUPPLIES FOR MINIMUM HEALTH AND SAFETY STANDARDS

To: Assistant Schools Division Superintendents

Division Chiefs

School Heads in-Charge of Governance and Operations

Supply Officers

DRRM Coordinators

School Health Personnel

All Others Concerned

- Please be informed that this Office procured sets of portable foot operated handwashing facilities and other supplies for each Sub-Office relevant to the strict compliance to minimum health standards in the workplace.
- The said facilities shall be placed in areas accessible to all employees and visitors while entering the office premises.
- 3. Attached is the distribution list for your reference.
- 4. Immediate dissemination of and strict compliance to this Memorandum is highly desired.

ELIAS A. ALICAYA JR., EdD

Assistant Schools Division Superintendent

Officer-in-Charge

Office of the Schools Division Superintendent

shsmtma/08/30/2022

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

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DISTRIBUTION LIST

Item Description: Portable Foot Operated Handwashing facility, Liquid hand soap, disinfectant solution

Total no. of Recipients: SDO and Sub-Offices

SARO-4A-21-1773 Continuing Funds

	SCHOOL/ DISTRICT Name of Recipient	Portable Foot Operated Handwashing facility	Liquid Hand Soap 250 ml	Disinfectant Solution gallons	Received by: (Signature over printed name)	Date Received:
1	SDO -Talipan (prominent areas)	15 sets	125 pcs	66		
2	Real Sub-Office	5 sets	50 pcs	15		
3	Catanauan Sub-Office	5 sets	50 pcs	15		
4	Gumaca Sub-Office	5 sets	50 pcs	15		
	Total	30 sets	200 pcs	111 gallons		

mtmabella08/31/2022

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