



MINISTRY OF EDUCATION  
SCHOOL OF DIVISION OF  
REGION IV-A

26 JAN 2023

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

27 Jan 2023

**DIVISION MEMORANDUM**

No. 046, s. 2023

**RENEWAL OF SAFETY SEAL CERTIFICATION**

To : Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All Schoolheads

1. Pursuant to JMC-21-01 re: **Implementing Guidelines of the Safety Seal Certification Program**, this Office through the Disaster Risk Reduction and Management Unit of the School Governance and Operations Division (SGOD), announces the **Renewal of Safety Seal Certification** on **February 15, 2023**.
2. The activity aims to ensure the compliance of SDO offices on the safety seal recertification requirements.
3. Participants of the said activity are the DILG Inspectorate Team, Top Management and the TWG.
4. Expenses relative to the conduct of this activity shall be charged to division MOOE subject to the usual accounting and auditing rules and regulations.
5. For queries and clarifications, please email Ernane S. Escuvania, PDO II-DRRM at [ernane.escuvania002@deped.gov.ph](mailto:ernane.escuvania002@deped.gov.ph)
6. Immediate and widest dissemination of this Memorandum is desired.

For the Schools Division Superintendent:

**EDENIA O. LIBRANDA**

Chief Education Supervisor  
Officer-in-Charge

Office of the Assistant Schools Division Superintendent

Encl: Updated List of the Technical Working Group  
Reference: JMC No. 21-01, s. 2021

SGOD/DRRM / ESE / DM-Renewal of Stay Safe Certification  
/ 01/27/2023



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Enclosure 1:

**SAFETY SEAL CERTIFICATION**  
**TECHNICAL WORKING GROUP**

<b>Name</b>	<b>Position</b>	<b>Responsibilities</b>
Edna Faura Agustin	Chair	Provide guidance in the application of Safety Seal Certification program in the division.
Edenia O. Libranda	Co-chair	Assist the TWG of the division in the application of safety seal certification.
Mary Ann L. Tatlongmaria	Alternate Co-chair	Act as Co-chair to assist the TWG of the division in the application of safety seal certification.
Ernane S. Escuvania	Team Lead	Runs overall implementation of the safety seal certification and plan of action
Ariel M. Cabantog	Deputy Lead	Provides support to the team lead and acts as an alternate.
Pamella I M. Tamayo	Safety Officer	In-charge of the enforcement of minimum public health standards in the workplace.
Gerardson T. Ramos	Safety Officer Alternate	
Rhey Ian N. Buluag	Medical Officer	In-charge for the establishment of isolation.
Henrietta M. Nacario	Nurse II	In-charge for data collection, monitoring and reporting of health declaration
Precious Joy A. Coronado	Facility Lead	Responsible for pre inspection of facilities.
Sylvia S. Tanael	Logistic Lead	Responsible for providing services and material in support of the activity.
Eva Joyce V. Cabantog	Liaison Officer	Command point of contact for external partners and other sectors.
Lester Ramos	Information Technology Officer	In-charge of the stay safe application and monitor the data for contact tracing.
Maria Olivia Miranda	Finance Section Chief	Responsible for all finance and cost analysis aspects of the activity.
Darwin Malapaya	Finance Section Deputy	
Michelle Castro Gladies Montero	Secretariat	Document meetings and the implementation of the activity.
Jose F. Yatco - Lead Members: Sammy M. Diaz - 1 <sup>st</sup> Floor Aljune C. Almoro - 2 <sup>nd</sup> Floor Gerwin Tañega - 3 <sup>rd</sup> Floor	Safety Protocols Monitoring Team	<ul style="list-style-type: none"><li>• Monitor and maintain social distancing of clients/visitors/employees</li><li>• Ensure the compliance of clients/visitors/employees and areas in the SDO where people gather (e.g. queue)</li></ul>
Ruel Bongao Romano Viñas	General Services Officer	<ul style="list-style-type: none"><li>• Supervise maintenance of SDO building and offices</li><li>• Provision of services for carpentry works, plumbing, electrical, preventive and corrective maintenance services</li></ul>



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