
	Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet		Document Code: SDO-BENG-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 09-10-2019
	Division Memo No. <u>234</u>, s. 2020		Name of Office: SGOD

To: All Division employees
 Public Schools District Supervisors
 Heads, Elementary and Secondary Schools
 School Health Personnel
 All others concerned

From:  **BENILDA M. DAYTACA, EdD, CESO VI**
 OIC - Schools Division Superintendent

Subject: **REITERATION ON THE EFFICIENT USE OF PERSONAL PROTECTIVE EQUIPMENT RE: DIFFERENT ACTIVITIES IN SCHOOLS AND IN THE WORKPLACE**

Date: October 22, 2020

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8



A. Identified in the Enclosures No. 2/3 to DepEd Order No. 014, s.2020 (SPECIFIC MEASURES FOR COVID-19 PREVENTION AND MITIGATION IN SCHOOLS/OFFICES) the Personal Protective Equipment (PPE) requirement depending on the nature of the activity and its Technical specifications:

1. Personal Protective Equipment (PPE) requirement depending on the nature of the activity

ACTIVITY	REQUIRED PPE
Triage and screening of individuals in points of entry	Medical Mask
Caring for suspected case of COVID-19	Medical Mask, goggles or face shield, gloves, gown
Assisting in transporting passenger to a healthcare facility	Full PPE (N95 Mask or FFP2 respirator, goggles or face shield, gloves, cover all, w/ or w/o booties)
Preparation, distribution, retrieval of learning packets.	Medical Mask, goggles or face shield, gloves <i>RM no. 263 s. 2020</i>

2. Technical specifications of Personal Protective Equipment (PPE)

ITEM	TECHNICAL SPECIFICATIONS
Medical Mask	Medical or surgical mask, disposable, earloop, 3-ply, conforms to EN14683 rating type standards or equivalent
Goggles	Goggles or laboratory safety goggles, polycarbonate lens, soft, flexible, adjustable head strap, anti-fog

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Face Shield	Full face shield, anti-fog, latex-free, one size fits all, soft head foam, comfort stretch band, disposable
Gown	Examination gown, disposable, non-sterile, SMS/PE coated polyurethane material/ fluid resistant, solid front and rear opening, long sleeved with elastic/garterized cuffs
N95; respirator	FFP2 N95 respirators are held in place by tight over-ear elastic loops; metal nasal mold; "Filtering face piece" score (FFP) comes from EN standard 149:2001 rating type standards or equivalent (CDC)
Cover all	Constructed of quality laminated microporous/water resistant material; Elasticized waist, ankles, and wrists for convenience and freedom of movement; Two-way zipper with storm flap; Low-linting; Anti-static coating on both sides <ul style="list-style-type: none"> • Suit: Polypropylene/Polyethylene Laminate Film, White • Zipper: Nylon on Polyester Braid • Elastic: Neoprene Rubber • Thread: Polyester • Basis Weight: 47 grams (CDC)
Booties	May be disposable plastics, with elastic ankles or fitted high cut booties, reusable/ can be disinfected. (CDC)

B. In addition, stated in **Enclosure No. 1** of Regional Memo No. 263, s.2020:



- i. Item I.A.1. (General Health and Safety Protocols) *"Gloves – cloth or elastic – are worn while handling modules"*;

and in **Enclosure No. 2** of Regional Memo No. 263, s.2020:

- ii. Items I. A, B, and C. (Handling of Modules) *"Personnel handling materials should wear appropriate Personal Protective Equipment while handling the materials – Face mask, elastic (rubber) gloves."*
- iii. Item II. A. (Conduct of limited face to face activities – In school) *"Wear appropriate PPE throughout the activity – Face mask, Face shield and gloves"*
- iv. Item II. B. (Conduct of limited face to face activities – Home visits) *"Wear appropriate PPE throughout the activity – For visitor: Face mask, Face shield and gloves; for learner/parent: at least clean face mask"*



C. Offices and schools with access and/or allotment to full PPEs or coveralls shall be reminded that:

- i. PPE must be donned correctly before entering the patient area/ visiting high risk areas.

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- ii. PPE must remain in place and be worn correctly for the duration of work in potentially contaminated areas. PPE should not be adjusted (e.g., retying gown, adjusting respirator/facemask) during handling high risk objects/ patients)
 - iii. PPE must be removed slowly and deliberately in a sequence that prevents self-contamination. A step-by-step process should be developed and used during handling high risk objects/ patient care.
- D. Enclosed to this memo is an example of the step-by-step process of Donning (putting on the gear) and Doffing (taking off the gear) according to Centers for Disease Control and Prevention/ CDC.
- E. For strict compliance.

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Acceptable Alternative PPE – Use Facemask



www.cdc.gov/coronavirus