



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

SCHOOLS DIVISION OF DAVAO DEL NORTE
RECORDS SECTION
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Office of the Schools Division Superintendent

Division Memorandum No. 7, S. 2022

To: PUBLIC SCHOOLS DISTRICT SUPERVISORS
DISTRICT NURSES
SENIOR HIGH SCHOOL NURSES
DENTAL PERSONNEL

Subject: **DIVISION CLINIC DUTIES OF NURSES, DENTISTS AND DENTAL AIDES**

Date: December 31, 2021

1. In the provision of developmental opportunities for personnel in the Division, the Equal Opportunities Principle (EOP) shall be employed at all times where all individuals in the Division are fully recognized regardless of gender, religion, ethnicity, and political affiliation.
2. Hereunder is the schedule of the Division Clinic Duties of Nurses, Dentists and Dental Aide for the month of **JANUARY 2022**.

DATE	NURSES	DENTIST/DENTAL AIDE
3	Hannah Grace Pelaez/C.D. Caberto/C. Cantalejo	Dr. Edito S. Capili
4	Garry De Vera/M. F. Enad/M.L. Cuyos	
5	Maregine Atabelo/J. Cardinal/M. Dela Cruz	
6	Alrene Calotes/H. Calotes/A. Sepe	
7	Hannah Grace Pelaez/C.D. Caberto/C. Cantalejo	Dr. Mae Ann N. Llana
10	G. De Vera/M. F. Enad/M.L. Cuyos	Dr. Edito S. Capili
11	Maregine Atabelo/J. Cardinal/M. Dela Cruz	
12	Alrene Calotes/H. Calotes/A. Sepe	
13	H. G. Pelaez/C.D. Caberto/C. Cantalejo	
14	Garry De Vera/M. F. Enad/M.L. Cuyos	Dr. Mae Ann N. Llana
17	Maregine Atabelo/J. Cardinal/M. Dela Cruz	Dr. Edito S. Capili
18	Alrene Calotes/H. Calotes/A. Sepe	
19	Pelaez/C.D. Caberto/C. Cantalejo	
20	Garry De Vera/M. F. Enad/M.L. Cuyos	
21	Maregine Atabelo/J. Cardinal/M. Dela Cruz	Dr. Mae Ann N. Llana
24	Alrene Calotes/H. Calotes/A. Sepe	Dr. Edito S. Capili
25	Hannah Grace Pelaez/C.D. Caberto/C. Cantalejo	
26	Garry De Vera/M. F. Enad/M.L. Cuyos	
27	Maregine Atabelo/J. Cardinal/M. Dela Cruz	
28	Alrene Calotes/H. Calotes/A. Sepe	Dr. Mae Ann N. Llana
31	Hannah Grace Pelaez/C.D. Caberto/C. Cantalejo	Dr. Edito S. Capili

3. Nurses and Dental personnel are expected to report at the division office clinic on official time to render nursing and dental services to teaching and non-teaching personnel, learners and other government employees who might seek their services

and should sign the logbook for record purposes, subject to the Alternative Work Arrangement as per Dep Order no. 11, s. 2020.

4. In as much as reporting to the Division Office is relatively the same as reporting to schools/districts being assigned to, therefore, no travelling allowance, expenses and meals of nurses/dentists on duty will be charged to the District/Secondary Schools MOOE.

5. For strict compliance.



DEE D. SILVA, DPA, CESO V 
Schools Division Superintendent