



Republic of the Philippines
Department of Education
Region VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division
Superintendent

March 4, 2022

Division Memorandum
No. 0133 series of 2022

For: Public Schools District Supervisor/Acting Public Schools District Supervisors
School Administrators
School DRRM Coordinators
School ICT Coordinators
School Clinic-in-Charge
Health and Nutrition Personnel
Teaching and Non-teaching Personnel
All others concerned

Subject: **CONTINUAL UPDATING OF THE VACCINATION STATUS OF PERSONNEL AND LEARNERS**

- I. Notwithstanding all issuances of the National Government and of the Department of Education, COVID-19 vaccination remains to be non-mandatory. However, the **updating of the vaccination status data** of teaching and non-teaching personnel and of learners **is required**, and **eligible personnel are highly encouraged to get vaccinated** as soon as possible.
- II. In this regard, this office issues this memorandum to reiterate on **the regular updating** of the COVID-19 vaccination status of personnel through the Bohol Division-wide Survey on the List of Personnel with Vaccinated and Unvaccinated Status, and the updating of the learners' vaccination status through the Learner Information System (LIS).
- III. The following reminders are given regarding the reporting and updating of the vaccination status of personnel:
 - a. The links to the online sheets on the reporting and updating of the vaccination status personnel of each of the fifty-eight (58) districts have already been disseminated to the District and school ICT coordinators



through the division health and nutrition personnel (DepEd nurses);

- b. The **regular updating** of the data in the online tool is encouraged as soon as changes to the vaccination status of a personnel occur or as practicable, but **must not be less than once a month** with the **cutoff date** prescribed on the **14th day of every month**;
 - c. The **Booster Dose** vaccination status of personnel can now be updated as columns for these data have already been added to all the school sheets;
 - d. It is reiterated that only DepEd google email accounts are allowed access to the said online sheets for data privacy and security reasons;
 - e. The schools through their school ICT coordinators must see to it that the list of unvaccinated personnel per district is timely and accurate and coincides with the data in the respective school sheets;
 - f. Personnel listed in the 'unvaccinated personnel sheet' per district who already got vaccinated may be deleted from the said sheet as soon as their vaccination status in their respective school's sheet has been updated;
 - g. In the deletion of entries within the 'unvaccinated personnel sheet', only the data inside the cells will be deleted, columns and rows must not be deleted or added; and
 - h. Editors are reminded on the diligence and care not to damage or alter the online sheets as changes are traceable by the database admin.
- IV. Districts and schools may refer to the DepEd Nurses assigned to them for queries and technical assistance.
- V. For information, dissemination, and compliance.


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