



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
**Schools Division of Bohol**

Office of the Schools Division  
Superintendent

January 17, 2025

**INTER-OFFICE MEMORANDUM**  
**IOM-2025- 05**

To: **All SDO Personnel**  
**All School Health Section Personnel**  
**All Others Concerned**


From:   
**Fay C. Luarez, PhD, EDD, TM, CESO V**  
Schools Division Superintendent

**FLU VACCINATION FOR SDO BOHOL PERSONNEL**

1. The Center for Disease Control and Prevention reported that respiratory illnesses, including influenza, are at a high level. The flu vaccine is a proactive measure to enhance body immunity; minimize the risk and spread of flu; and, reduce the burden of healthcare facilities.
2. Hence, there shall be **flu vaccination for all SDO personnel at the SDO - School Health Section Office on January 20-24, 2025 (9:00 AM - 11:00 AM only); and for Public Schools District Supervisors at the Execon venue on January 20, 2025 (during break time).**
3. In order to facilitate a seamless process of vaccination, the following schedule for vaccination shall be observed:

Monday, Jan 20	- OSDS, ASDS, CID, SGOD, Physical Facilities, PMU - PSDS (at the Execon venue)
Tuesday, Jan 21	- HRMO, LRMO, Legal Office
Wednesday, Jan 22	- Accounting Section, IAS, Property and Supply Section
Thursday, Jan 23	- Budget and Finance Section, Cashier Office, DPSU
Friday, Jan 24	- GSO, COS, IT, Record Section, School Health Section
4. The flu vaccination is not mandatory. For those who will avail, it is strongly advised to get enough sleep, eat proper meals, and take maintenance medications.



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5. All School Health Section - Nurses are being tasked to conduct the process of vaccination.
6. This Memorandum serves as their **Travel Order**. Travel and other incidental expenses shall be charged from MOOE or local funds subject to usual accounting and auditing rules and regulations.
7. For dissemination and compliance.

SGOD/SHS/MADL/madl



Deped Tayo Bohol Division

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