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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**DepEd Task Force COVID-19**  
**MEMORANDUM No. 41**  
06 May 2020

For: **Undersecretaries**  
**Assistant Secretaries**  
**Bureau and Service Directors**  
**Division Chiefs**  
**Central Security and Safety Office**  
**All Others Concerned**

Subject: **ON THE USE OF THE QR CODE SYSTEM DURING ECQ**

As part of the effort of the DepEd Task Force COVID-19 (DTFC) to strictly impose Social Distancing in the Central Office during the period of Enhanced Community Quarantine (ECQ), a “No Contact Policy” has been implemented since 01 April 2020. This policy includes the use of a QR Code System for the authorized skeleton workforce which has also been used as basis for attendance and additional pay for said employees.

Each authorized employee listed in the Special Order issued by the Office of the Secretary has been given a unique QR Code which is scanned upon entry and exit in the Central Office, and organized by staff from the Central Security and Safety Office (CSSO). **This has served and will continue to serve as the official attendance and as the basis for the payment of Hazard Pay for authorized employees listed in the Special Order.**

For clarifications on the authorized personnel list, please inquire at the Office of the Secretary. For attendance and QR Code concerns, please contact CSSO Deputy Chief Marvie Huelar via Workplace or mobile number 09186269999.

For information and guidance.



**ALAIN DEL B. PASCUA**

Undersecretary  
Chairperson, DepEd Task Force COVID-19  
Member, IATF-MEID



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*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]*

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