



Republic of the Philippines

Department of Education

REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

August 24, 2026

DIVISION MEMORANDUM

No. 266, s. 2026

CONSULTATIVE MEETING FOR SCHOOL BASED IMMUNIZATION 2026

To: Asst. Schools Division Superintendent
Chief Education Supervisor, SGOD
Elementary, Secondary School Heads
School Health and Nutrition Unit Personnel
All Others Concerned

1. The Schools Division Office of El Salvador City, through the **School Health and Nutrition Unit (SHNU)**, in coordination with the **City Health Office (CHO)**, shall conduct a **Consultative Meeting on the School-Based Immunization (SBI) Program 2026** on **August 27, 2026**, Thursday 8:00AM-5:00 PM at the **LGU ABC Hall, 3rd Floor, El Salvador City**. The participants are the Elementary and Secondary School Heads.
2. The consultative meeting aims to strengthen the partnership and coordination between the **Department of Education (DepEd)** and the **City Health Office (CHO)** in the planning, preparation, and implementation of the School-Based Immunization Program for CY 2026.
3. Specifically, the meeting aims to:
 - a. discuss the status, plans, and preparations for the implementation of SBI 2026;
 - b. clarify the roles and responsibilities of DepEd and City Health Office personnel in the conduct of school-based immunization activities;
 - c. discuss the target learners, immunization schedule, consent requirements, and other necessary preparations;
 - d. identify and address issues, concerns, and challenges that may affect the smooth implementation of the program;
 - e. establish clear communication and coordination mechanisms between DepEd and the City Health Office to ensure the safe, efficient, and successful delivery of immunization services to eligible learners.
4. Furthermore, this memorandum shall also serve as **Authority to Travel**.



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Doc. Ref. Code	SDS-OSDS-F001	Rev	00
Effectivity	08.29.25	Page	1 of 2



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5. Moreover, this Office adheres to the Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.

6. This Office directs the immediate dissemination and strict compliance of this Memorandum.

RANDOLPH B. TORTOLA
Schools Division Superintendent

Encl.: As stated
To be indicated in the Perpetual Index
under the following subject:

SBI Consultative Meeting

SGOD/SHNU/fmg