



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

December 10, 2020

DIVISION MEMORANDUM
No. 301, s. 2020

DISSEMINATION OF CONTINUING EFFECTIVITY OF DEPED ORDER 011 S. 2020

To: Division Office Personnel
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Regional Memorandum No. 0648, s. 2020 dated December 09, 2020, disseminating the continuing effectivity of DepEd Order No. 011, s. 2020, DepEd employees are expected to remain guided by the Civil Service Commission (CSC), Memorandum Circular (MC) 18, s. 2020 on the **Amendments to the Revised Interim Guidelines for Alternative Work Arrangements and Support Mechanisms for Workers in the Government during the Period of State of Public Health Emergency due to COVID-19 pandemic.**

2. The existing provisions in DepEd Order No. 011, s. 2020 and its supporting clarificatory memoranda shall remain in effect until the revised guidelines is released and DepEd offices are requested to implement the needed processing of documents in line with CSC MC 18 provisions, specifically items 3.1. r and 3.2.e, relative to the payment of overtime pay, to wit:

“3.1.r. Employees under work-from-home are not entitled to Compensatory Overtime Credit/Overtime Pay.”

“3.2.e. Employees assigned as skeleton workforce shall be entitled to Compensatory Overtime Credit/Overtime Pay for hours rendered beyond normal 8 hours on scheduled workdays or 40 hours a week, and those rendered on rest days or scheduled days off, holidays, and special non-working days, both exclusive of time for lunch and rest, subject to the provisions of CSC-DBM Joint Circular No. 2, s. 2015, as amended and other related civil service, budgeting, accounting and auditing rules and regulations.”

3. For any clarifications or queries, please contact the Bureau of Human Resource and Organizational Development – Personnel Division (BHROD-PD) through phone at 02 8633 9345 or email at bhrod.pd@deped.gov.ph

4. Please be guided accordingly.

For the SDS:

JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent

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ADMINISTRATIVE OFFICER-V

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