



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

MLA-2022-OSDS- 526

TO : **CHIEFS, HEADS OF SECTION/UNIT
ALL DIVISION OFFICE PERSONNEL (REGULAR PERMANENT)**

FROM : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent

SUBJECT : **CHANGING OF ALTERNATIVE WORK-FROM-HOME ARRANGEMENT
FROM TWO DAYS TO ONE DAY EFFECTIVE FEBRUARY 16, 2022**

DATE : February 14, 2022

1. This Office announces the changing of Alternative Work-from-Home Arrangement from two days to one day only effective February 16, 2022 in accordance with the official statement released by Bohol Inter-Agency Task Force (BIATF), declaring Bohol under Alert Level 2 classification as the number of COVID-19 cases continues to dwindle in our province. However, employees are still encouraged to observe health protocols to prevent the spread of the said virus.
2. This policy shall only apply to DepEd regular permanent employees and not to job order personnel.
3. This alternative work arrangement is subject to change depending on the alert level classification of the province.
4. Immediate dissemination of this Memorandum is desired.