

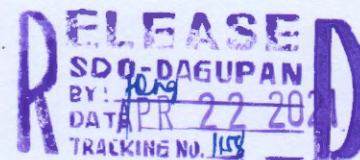


Republic of the Philippines

Department of Education

REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division Superintendent

Division Memorandum

No. 102 s. 2021

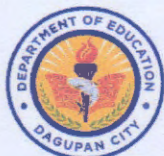
To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Sections and Unit Heads
School Heads
Teaching Personnel
All Others Concerned

From: THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Date: April 21, 2021

Subject: **SUPPLEMENTAL GUIDELINES ON THE ADOPTION OF ALTERNATIVE WORK ARRANGEMENT FOR TEACHERS IN REGION 1**

1. Pursuant to DepEd Regional Memorandum No. 495, s. 2020 re: Regional Guidelines on the Adoption of Alternative Work Arrangement for Teachers in Region 1 and Regional Memorandum No. 322 re: Supplemental Guidelines on the Adoption of Alternative Work Arrangement for Teachers in Region 1.
2. All schools shall submit to this office thru the School Governance and Operations Division (SGOD) not later than Thursday, 28 April 2021, an **updated** Skeleton Work Arrangement vis-à-vis the kind of work to be done, and a clear statement as to the date when the skeleton workforce shall start and until the date of cessation must be clearly stated.
3. This Office will review all recommendations of the school heads especially on the work assigned to the teachers to be accomplished on site before it is sent to the Regional Office for approval.
4. All approved skeleton workforce arrangement shall be held in abeyance pending to the lifting of ECQ or MECQ in areas covered by Local Government Units declaration.
5. After the declaration has been lifted, the skeleton workforce arrangement shall resume until its date of expiration. Upon expiration, the School Head may recommend a new alternative work arrangement based on the needs of the school.



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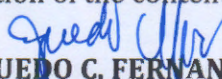
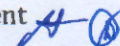


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6. To reiterate, all teachers reporting on-site must observe the parameters set forth in DepEd Order No. 2020 or the *Revised Guidelines on Alternative Work Arrangements in the Department of Education during the Period of State of national Emergency Due to Covid-19 Pandemic*.
7. The 50% operational capacity in the school must be observed and monitored by this office through the School Governance and Operations Division.
8. Attendance/accomplishments of teachers/employees on Work from Home shall likewise be monitored as contained in the *CSC Res. No. 2000540, s.2020 or the Revised Interim Guidelines for the Alternative Work Arrangement, and CSC MC No. 18, s. 2020, the Amendments to the Revised Interim Guidelines for the Alternative Work Arrangement....*
9. Immediate and widest dissemination of the contents of this Memorandum is desired.


AGUEDO C. FERNANDEZ, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent 

Reference: RM No. 495 s. 2020 and RM No. 322 s. 2021

Encl.:

To be indicated in the Perpetual Index
under the following subjects:

mvr/ Supplemental Guidelines on the Adoption of Alternative Work Arrangement for Teachers in Region I
3/25/2021



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