



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

16 Feb 2022

DIVISION MEMORANDUM

No. 072, s. 2022

**ADJUSTED WORK ARRANGEMENT BASED ON INTER-AGENCY TASK FORCE
(IATF) RESOLUTION 161-A PLACING MISAMIS ORIENTAL
UNDER ALERT LEVEL 2**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
Section Heads
All Others Concerned
This Division

1. This is to inform the field that per IATF Resolution 161-A, Misamis Oriental is placed under Alert Level 2. As part of the province of Misamis Oriental, El Salvador City is considered as one of the areas under Alert Level 2 effective **February 16-28, 2022**. Consequently, work arrangement is adjusted effective for the said period.
2. School heads and section heads shall submit the proposed schedule for their school/unit to attendance.elsalvadorcity@deped.gov.ph, for approval of the SDS. In the proposed schedule, employee shall report on-site for 4 days and work from home for 1 day. Service rendered each day must total to 8 hours, exclusive of the 1-hour lunch break. All other provisions in Division Memorandum 236, s. 2020 shall remain in force and in effect.
3. This Office would like to reiterate that it adheres to the Equal Opportunity Principle (EOP). Hence, all decisions and actions are 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.
4. This is for your information, guidance and compliance.


OLGA C. ALONSABE

Schools Division Superintendent

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

ATTENDANCE

EMPLOYEE

WORK HOURS

OSDS/AMA



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