



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

15 APR 2025

No. 259, s. 2025

**ADOPTION OF HALF-DAY WORK-FROM-HOME AND HALF-DAY WORK
SUSPENSION ON APRIL 16, 2025 (HOLY WEDNESDAY)**

To: **Assistant Schools Division Superintendent
Chief Education Supervisors
Elementary and Secondary School Heads
All Others Concerned**

1. This office hereby disseminates DepEd Memorandum No. 001, s. 2025: Adoption of Half-Day Work-From-Home and Half-Day Work Suspension on April 16, 2025 (HOLY WEDNESDAY)
2. Attached is the Memorandum Circular No. 81, s. 2025 for reference.
3. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: None
Reference: DepEd Memorandum No. 001, s. 2025
To be included in the Perpetual Index
Under the following subject:

Official Officers Personnel
Positions

OSDS HRMU GBB/Adoption of Half-Day Work-From-Home
2506108/028/April 15, 2025

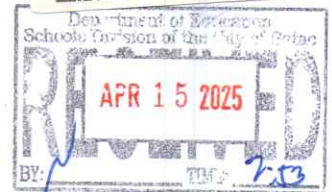


Republic of the Philippines
Department of Education



SDCB RECORDS UNIT

2506108



APR 15 2025

MEMORANDUM

No. **001**, s. 2025

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

**ADOPTION OF HALF-DAY WORK-FROM-HOME AND HALF-DAY WORK
SUSPENSION ON APRIL 16, 2025 (HOLY WEDNESDAY)**

1. Pursuant to Memorandum Circular No. 81, issued by the Office of the President on April 14, 2025, which grants government employees the full opportunity to properly observe Maundy Thursday and Good Friday on April 17-18, 2025, and to allow them to travel to and from different regions of the country, the following work arrangements shall be observed in all Department of Education offices and schools:

- a. **Work-from-home arrangement from 8:00 a.m. to 12:00 noon**, subject to existing laws, rules, and regulations; and
- b. **Suspension of work from 12:00 noon onwards.**

2. However, offices or units whose functions involve the delivery of basic and health services, disaster and calamity preparedness/response, and/or the performance of other essential services shall continue operations under usual working arrangements and render the necessary services.

3. Immediate dissemination of and strict compliance with this Memorandum is directed.


SONNY ANGARA
Secretary

JDMC MPC, MLA Adoption of Half-Day WFH and Work Suspension on April 16
0117 - April 15, 2025