



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 015, s. 2022

January 6, 2022

ON-SITE WORKFORCE IN THE SCHOOLS DIVISION OFFICE AND SCHOOLS

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID&SGOD)
All Schools Division Office Personnel
All School Heads
All Teaching, Teaching-Related, and Non-Teaching Personnel
All Others Concerned

1. In reference to Inter-Agency Task Force (IATF) for Emerging Infectious Diseases Resolution No. 149, s. 2021 and Memorandum Circular No. 93 issued by the Office of the President, agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 80% on-site capacity while applying work-from-home and other flexible work arrangements. The Department of Education Schools Division Office of Digos City has 98.19% vaccinated personnel for 1st dose and 96.39% vaccinated personnel for 2nd dose.
2. The Schools Division Office of Digos City and schools shall implement 80% on-site workforce. The work arrangement of the personnel shall be 4-day on-site and 1-day work-from-home. The Division Chiefs, Section Heads, and School Heads shall make the arrangements or schedule of their personnel.
3. The Assistant Schools Division Superintendent, Division Chiefs, and Section Heads shall be on-site 4-day a week and to be on-site Monday to Wednesday and shall inform in writing the Schools Division Superintendent of the 1-day work-from-home schedule.
4. All DepEd personnel ~~are~~ reminded to strictly follow minimum public health standards at all times.
5. This is **effective on January 10, 2022**.
6. For information, guidance, and strict compliance of all concerned.

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
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BY: VINCENT ZAMBRA
Roxas Street cor. Lopez Jaena Street, Zone 1, Digos City 8002

(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375

(082) 553-8396 | (082) 553-8376

www.depeddigoscity.org | digos.city@deped.gov.ph


CRISTY C. EPE
Schools Division Superintendent

