

### Republika ng Pilipinas

## Kagawaran ng Edukasyon

REHIYON V (BIKOL)

#### TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

April 14, 2025

#### **DIVISION MEMORANDUM**

No. \_ 759 s., 2025

# EXTENSION OF SUBMISSION OF SUMMARY OF PERSONNEL UNDER FLEXIBLE WORK ARRANGEMENT FOR SCHOOL-BASED PERSONNEL

TO

OIC-Assistant Schools Division Superintendent

Chiefs of the Functional Divisions

CID and SGOD Supervisors & Personnel

OSDS Unit Heads and Personnel

Elementary and Secondary School Heads

Non-Teaching Personnel All Others Concerned

- 1. Pursuant to Division Memorandum No. 352 s. 2025 titled Implementation of Flexible Work Arrangement in the Schools Division Office of Catanduanes, the submission of Summary of Personnel Under Flexible Work Arrangement for Plantilla and CoS/JO Personnel (Annex B.1 & Annex B.2) for school-based personnel is hereby extended until 4:00 PM of April 21, 2025.
- 2. The recommending authority of the Annex B.1 for School Heads is the Officer-In-Charge, Office of the Asst. Schools Division Superintendent.
- 3. For information, guidance and strict compliance.

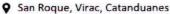
CECILE C. FERRO, CESO VI

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