

DepEd-Division of Catanduanes
RECORDS SECTION
RELEASED
BY: *J.P.* No. 442
DATE 31 MAR 2026 TIME: 3:36



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

March 31, 2026

DIVISION MEMORANDUM
No. 442 s. 2026

**WORK FROM HOME ARRANGEMENT AND WORK SUSPENSION ON
APRIL 1, 2026**

To: Asst. Schools Division Superintendent
CID & SGOD Chief and Personnel
OSDS Unit Heads and Personnel
Elementary and Secondary School Heads
All Others Concerned

1. In line with Memorandum Circular No. 116 released from the Office of the President, please be informed that tomorrow, April 1, 2026 will be observed in the government offices as Work From Home (WFH) in the morning from 8:00 to 12:00 noon and suspension of work in the afternoon from 12:00 noon onwards.
2. Employees shall report their time-in and time-out through the link or QR code provided in the Division Memo. No. 363, s. 2026, to record the actual time log and reflect the same in the Individual Daily Log and Accomplishment Report (IDLAR).
3. We are expected to remain reachable during regular working hours in the morning and ensure that tasks and responsibilities are completed as scheduled.
4. Please be reminded that before going home this afternoon, be sure to turn off and unplug all appliances in your offices especially airconditioning units, water dispensers and computers.
5. For information and guidance.

J.P.
MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



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