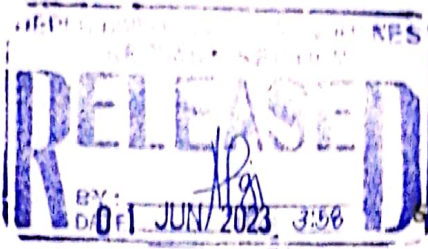





Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES



**UNNUMBERED MEMORANDUM:**  
OSDS-PER-UM-06-01-2023/MBL

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors/In-Charge of the Districts  
Elementary and Secondary School Heads  
Teaching & Non-Teaching Personnel  
All Others Concerned

FROM:   
**SOCORRO V. DELA ROSA**  
Schools Division Superintendent

SUBJECT: **USE OF WORK-FROM-HOME ATTENDANCE MONITORING SHEET (WFH-AMS) FOR SCHOOL PERSONNEL**

DATE: June 1, 2023

1. With reference to Regional Memorandum No. 56 s. 2023 re: Reiteration of the Implementation of Modular Distance Learning as provided in DepED Order No. 37 s. 2022, effective June 1, 2023 all school personnel who are on Work-From-Home (WFH) schedule shall log in and log out through the link [bit.ly/WFH-AMS](https://bit.ly/WFH-AMS) using DepEd email account as proof of attendance.
2. Further, they are advised to submit Accomplishment Report at the end of the month. Personnel who have a WFH schedule for the month of May, 2023 shall submit the same.
3. Employees who are on WFH are still subject to call by their immediate head whenever their services are needed on-site. Concerned School Heads are instructed to monitor their employees' Weekly Home Learning Plan/Work Week Plan who are on this scheme. They are also advised to submit the WFH schedule to the Human Resource Management Office every Monday of the week.
4. For information, guidance and strict compliance.

MBL/ USE OF WFH-AMS FOR SCHOOL PERSONNEL  
047 /June 1, 2023



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