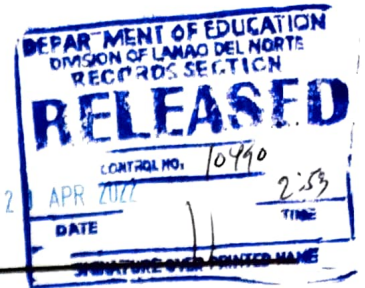




Republic of the Philippines
Department of Education
REGION X-NORTHERN MINDANAO
SCHOOLS DIVISION OF LANA DEL NORTE



April 18, 2022


DIVISION MEMORANDUM

No. 171, s. 2022

*DISSEMINATION OF THE DEPARTMENT OF BUDGET AND MANAGEMENT (DBM)
ADVISORY ON WORK ARRANGEMENTS*

To: OSDS, CID & SGOD Personnel
Section Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. This has reference to Regional Memorandum No. 235, s. 2022 titled **Dissemination of the DBM Advisory on Work Arrangements** and DBM Advisory titled **Implementation of Flexible Work Arrangements in the Department of Budget and Management (DBM) as an Energy Efficiency and Conservation Measure during the COVID-19 Pandemic**. This Office informs all the teaching and non-teaching personnel of this Division on the DBM's Tuesday to Friday implementation of the flexible work arrangements.
2. Likewise, they have included in their issued Advisory the adapted mode of receiving of documents on a **Monday**, effective April 4, 2022.
3. Attached are copies of the Regional Memorandum No. 235, s. 2022 and DBM Advisory for references.
4. For immediate and wide dissemination of this Memorandum.


EDILBERTO L. OPLENARIA, CESO V
Schools Division Superintendent

ATCH: As stated

To be indicated in the Perpetual Index
under the following subjects:

DBM ADVISORY WORK ARRANGEMENTS

SGOD/Bridget



Address: Pigcarangan, Tubod, Lanao del Norte
Telephone No.: [063] 341-51-09

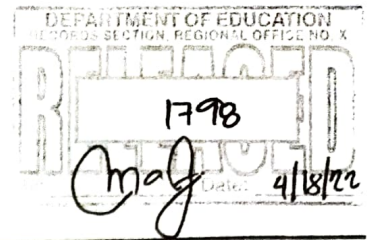


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REGION X – NORTHERN MINDANAO



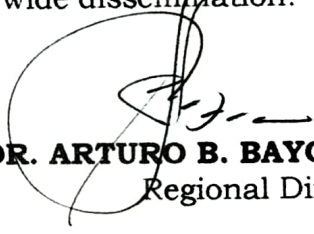
April 7, 2022

REGIONAL MEMORANDUM
No. 135, s. 2022

DISSEMINATION OF THE DBM ADVISORY ON WORK ARRANGEMENTS

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. The Department of Budget and Management (DBM) has provided an Advisory on its Tuesday to Friday implementation of the flexible work arrangements.
2. Likewise, they have included in their issued Advisory the adapted mode of receiving of documents on a **Monday**, effective April 4.
3. For information and immediate wide dissemination.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH: As stated

AD/CAO/belle





ADVISORY

DBM-Regional Office 10

SUBJECT: IMPLEMENTATION OF FLEXIBLE WORK ARRANGEMENTS IN THE DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) AS AN ENERGY EFFICIENCY AND CONSERVATION MEASURE DURING THE COVID-19 PANDEMIC

For our **Clientele Agencies:**

1. Pursuant to the Inter-Agency Energy Efficiency and Conservation Committee Advisory and consistent with the allowed continued provision of flexible/alternative work arrangements during the COVID-19 pandemic, our Department will be implementing the 4-Day Work Week (Tuesday-Friday), effective April 4, 2022.

2. Receiving of Documents on a **Monday**

Documents to be submitted to this Office shall be received by the security guard at the guard house only.

a) If Client Agency is within Cagayan de Oro

The acknowledgment receipt (yellow paper) shall be given to the clientele agency after the documents have been scanned at the Receiving Section and may be picked up by the clientele agency at a later date.

b) If Client Agency is outside Cagayan de Oro

The scanned copy of acknowledgment receipt (yellow paper) shall be emailed to the clientele agency. Hard copy of the same, may be requested and will be sent through courier.

3. Thank you for your cooperation and be safe everyone.

DBM-ROX MANAGEMENT