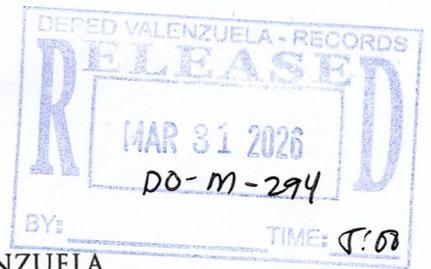




Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
 SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division
 Superintendent**

DIVISION MEMORANDUM

No. 0292 s. 2026

**WORK ARRANGEMENT ON HOLY WEDNESDAY PURSUANT TO
 MEMORANDUM CIRCULAR NO. 116**

To: OIC – Assistant Schools Division Superintendent
 Chief Education Supervisors - CID and SGOD
 Education Program Supervisors and Public Schools District Supervisors
 Division Unit Heads
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to Memorandum Circular No. 116, s. 2026 on the observance of Holy Week 2026, this Division is hereby advised to adopt a (a) work from home Arrangement on **April 1, 2026** (Holy Wednesday) **from 8:00 a.m. to 12:00 n.n.**, subject to existing laws, rules and regulations; and (b) suspension of work **from 12:00 n.n. onwards** to properly observe Maundy Thursday and Good Friday on April 2-3, 2026 and to allow employees to travel to and from the different regions in the country.
2. Particular attention is invited to paragraph no. 2, for reference and guidance.
3. Immediate dissemination and compliance of this Memorandum is desired.

NOEL D. BAGANO
 Schools Division Superintendent

Encl.: As stated
 References: As stated
 To be indicated in the Perpetual Index
 under the following subjects:

HOLY WEEK 2026 HALF-DAY WFH

MAE/KC - WORK ARRANGEMENT ON HOLY WEDNESDAY PURSUANT TO MEMORANDUM CIRCULAR NO. 116
 _____/March 31, 2026



Address: Pio Valenzuela St., Marulas, Valenzuela City
 Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
 Email Address: sdovalenzuela@deped.gov.ph
 Official Website: <https://www.depedvalenzuela.com>





Office of the President
Malacañang

MEMORANDUM CIRCULAR NO. 116

To provide government employees full opportunity to properly observe Maundy Thursday and Good Friday on 02-03 April 2026, and to allow them to travel to and from the different regions in the country, the following arrangements are hereby adopted in government offices on 01 April 2026: (a) work from home from 8:00 in the morning to 12:00 in the afternoon, subject to existing laws, rules and regulations; and (b) suspension of work in government offices, from 12:00 in the afternoon onwards.

However, agencies whose functions involve the delivery of basic and health services, preparedness/response to disasters and calamities, and/or the performance of other vital services shall continue with their operations under usual working arrangements and render the necessary services.

The adoption of work from home and suspension of work for private companies and offices is left to the discretion of their respective employers.

This Circular shall take effect immediately.

By authority of the President:


RALPH G. RECTO
Acting Executive Secretary



Manila, 31 March 2026

