

DepEd ICT Unit

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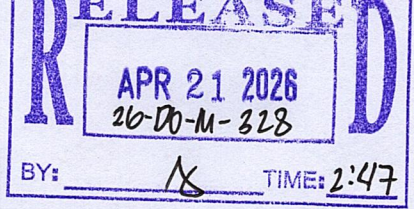


Republic of the Philippines

Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

No. 0325 s. 2026

**ADDENDUM TO THE IMPLEMENTATION OF WORK-FROM-HOME
ARRANGEMENT EVERY FRIDAY OF SCHOOL-BASED PERSONNEL DURING
END-OF-SCHOOL-YEAR BREAK**

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
Teaching and Non-Teaching Personnel
All Others Concerned

1. In line with the issuance of Division Memorandum No. 0313, s. 2026 dated April 14, 2026, this Office releases the addendum to the provisions of the above captioned memorandum.
2. School General Services personnel such as Utility workers, Drivers, and Watchmen (DepEd and City-paid) are hereby required to report onsite every Friday to undertake maintenance and other operational and support services.
3. All the other information in the previous memorandum remain the same.
4. Immediate dissemination 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:

SCHOOL-BASED PERSONNEL UTILITY WORKERS DRIVER WATCHMEN

MAE/KC - ADDENDUM TO THE IMPLEMENTATION OF WORK-FROM-HOME ARRANGEMENT EVERY FRIDAY
FOR SCHOOL-BASED PERSONNEL DURING END-OF-SCHOOL-YEAR BREAK
_____/April 15, 2026



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