

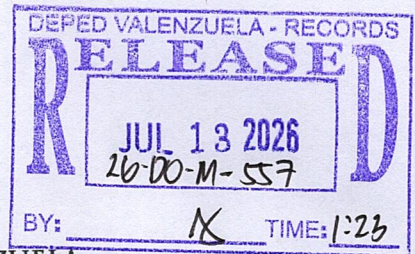


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Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division  
Superintendent**

**DIVISION MEMORANDUM**  
No. 0562 s. 2026

**LIFTING OF EXECUTIVE ORDER NO. 2026-018, SERIES OF 2026, DATED  
MARCH 16, 2026, AND RESTORING THE STANDARD FIVE (5)-DAY  
WORKWEEK IN THE CITY GOVERNMENT OF VALENZUELA**

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

1. Attached is an Executive Order No. 2026-077, s. 2026 titled *An Order Lifting Executive Order No. 2026-018, s. 2026, dated 16 March 2026, and Restoring the standard Five (5)-Day Workweek in the City Government of Valenzuela* from Hon. WESLIE T. GATCHALIAN, City Mayor, City Government of Valenzuela, the content of which is self-explanatory, for information and for appropriate action of all concerned.
2. Wide and immediate dissemination of this Memorandum is desired.

**NOEL D. BAGANO**  
Schools Division Superintendent

Encl.: As stated  
References: Executive Order No. 2026-018, s. 2026  
To be indicated in the Perpetual Index  
under the following subjects:

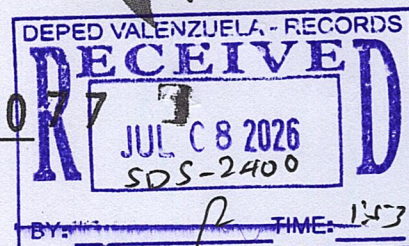
**FLEXIBLE WORK ARRANGEMENT**

**FIVE (5)-DAY WORKWEEK**

MAE/KC - LIFTING OF EXECUTIVE ORDER NO. 2026-018, S. 2026 AND RESTORING THE STANDARD FIVE (5)-DAY WORKWEEK IN THE CITY GOVERNMENT OF VALENZUELA  
\_\_\_\_\_/July 9, 2026



EXECUTIVE ORDER NO. **E 2026 - 077**  
Series of 2026



**AN ORDER LIFTING EXECUTIVE ORDER NO. 2026-018, SERIES OF 2026, DATED 16 MARCH 2026, AND RESTORING THE STANDARD FIVE (5)-DAY WORKWEEK IN THE CITY GOVERNMENT OF VALENZUELA**

**WHEREAS**, Executive Order No. 2026-018, Series of 2026, dated 16 March 2026, adopted a four (4)-day workweek arrangement and other flexible work arrangements in the City Government of Valenzuela in compliance with Memorandum Circular No. 114 issued by the Office of the President;

**WHEREAS**, the said Executive Order was adopted as part of the City Government's energy conservation measures and in response to prevailing conditions affecting government operations;

**WHEREAS**, the City Government of Valenzuela has determined that it is now necessary and appropriate to discontinue the work schedule arrangements provided under Executive Order No. 2026-018, Series of 2026, and to restore the standard five (5)-day workweek from Monday to Friday in order to further ensure uniformity in office operations and the continuous, efficient, and orderly delivery of public services;

**WHEREAS**, under Section 16 of Republic Act No. 7160, otherwise known as the *Local Government Code of 1991*, the City Government is authorized to adopt such measures as are necessary and appropriate for its efficient governance and for the promotion of the general welfare;

**NOW, THEREFORE, I, WESLIE T. GATCHALIAN**, City Mayor of Valenzuela, by virtue of the powers vested in me by law, do hereby order:

**SECTION 1. Lifting of Executive Order No. 2026-018, Series of 2026.** Executive Order No. 2026-018, Series of 2026, dated 16 March 2026, including all work schedule arrangements, flexible work arrangements, work-from-home arrangements, skeletal workforce arrangements, and related office classifications provided thereunder, is hereby lifted and discontinued.

**SECTION 2. Restoration of Standard Five (5)-Day Workweek.** Effective 06 July 2026, all offices, departments, units, and personnel of the City Government of Valenzuela shall revert to the standard five (5)-day workweek, from Monday to Friday, and shall observe the regular office working hours in accordance with applicable laws, rules, regulations, and existing office policies.

**SECTION 3. Existing Special or Shifting Schedules.** Nothing in this Executive Order shall be construed to preclude the continued implementation of such shifting schedules, duty rotations, or special work schedules as may be necessary for offices rendering essential, emergency, health, public safety, sanitation, traffic, engineering, maintenance, or other similar services, in accordance with law and the exigencies of the service.

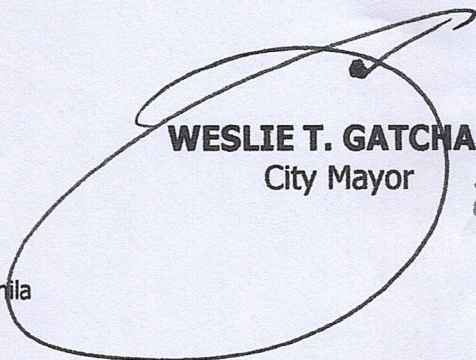
**SECTION 4. Responsibility of Heads of Offices.** All department heads, office heads, and unit supervisors are hereby directed to ensure the proper and immediate implementation of this Executive Order in their respective offices and to take the necessary administrative measures to restore the regular workweek arrangement and ensure continuity of public service.

**SECTION 5. Repealing or Modifying Clause.** All executive orders, office orders, memoranda, and other issuances, or portions thereof, inconsistent with this Executive Order are hereby repealed, amended, or modified accordingly.

**SECTION 6. Effectivity.** This Executive Order shall take effect immediately on 06 July 2026.

SO ORDERED.

Done this 6<sup>th</sup> day of July 2026, in the City of Valenzuela, Metro Manila, Philippines.



**WESLIE T. GATCHALIAN**  
City Mayor

cc: OFFICE OF THE PRESIDENT – Malacañang, Manila  
MMDA  
DILG  
Office of the City Vice Mayor  
Sangguniang Panlungsod – Valenzuela City  
City Legal Office  
UP Law Center, Diliman, Quezon City (3 Certified True Copies)  
All concerned.