



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

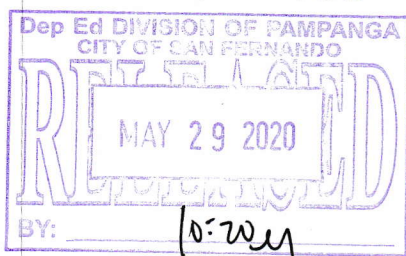
March 28, 2020

DIVISION MEMORANDUM
NO. 166, s. 2020

**SUBMISSION OF ALTERNATIVE WORK ARRANGEMENTS OF NON-TEACHING
PERSONNEL IN THE SCHOOL LEVEL**

TO : Public Elementary and Secondary Schools
School-based Non-Teaching Personnel
Others Concerned

1. This has reference to Division Memorandum No. 155, s. 2020 dated May 15, 2020, entitled, "Interim Guidelines on the Adoption of Alternative Work Arrangement of SDO Pampanga", and the transition of the Province of Pampanga from Modified Enhanced Community Quarantine (MECQ) to General Community Quarantine (GCQ) effective June 1, 2020, as per Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases Resolution No. 40 Series of 2020 dated May 13, 2020.
2. In the light of the foregoing, all School-based Non-Teaching Personnel including School Heads and Secondary Schools' Department Heads are hereby directed to submit to this office the adopted Alternative Work Arrangements (AWA) in excel format at aoas.pampanga@deped.gov.ph, on or before June 1, 2020, through the Public Schools District Supervisors for Elementary Schools and per school for Secondary Schools, using the prescribed template (download at <https://tinyurl.com/schoolAWA>).
3. To reiterate, all Division Office Personnel will follow the approved alternative work arrangements per office, which was already submitted to the CSC for reporting purposes.
4. Please be guided accordingly.

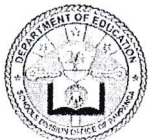



ZENIA G. MOSTOLES, ED. D, CESO V
School Division Superintendent


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