



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

19 June 2026

DIVISION MEMORANDUM

No. 405 s. 2026

LIFTING OF THE WORK-FROM-HOME ARRANGEMENT IN THE DIVISION OFFICE LEVEL AND CONTINUED IMPLEMENTATION OF ENERGY CONSERVATION MEASURES

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to DepEd Memorandum No. 018, s. 2026, titled "*Implementation of Energy Conservation Protocols and Flexible Work Arrangements in the Department of Education Pursuant to Memorandum Circular No. 114,*" and considering the operational requirements of the Schools Division Office, the Friday Work-from-Home (WFH) arrangement previously adopted by this Office is hereby **lifted effective June 26, 2026.**
2. Accordingly, all Schools Division Office (SDO) personnel previously covered by the WFH arrangement shall resume their regular onsite work schedules in their respective offices and stations.
3. Notwithstanding the lifting of the WFH arrangement, all offices shall continue to strictly observe the energy conservation measures prescribed under DepEd Memorandum No. 018, s. 2026.
4. Heads of offices and school heads shall ensure strict compliance with these energy conservation measures and continuously monitor their implementation to achieve efficient use of government resources.
5. Immediate dissemination and strict compliance of this Memorandum is desired.

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated

Reference: DM No. 018, s. 2026

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

FLEXIBLE WORK ARRANGEMENT

OSDS Personnel Unit - lifting of the work-from-home arrangement in the division office level and continued implementation of energy conservation measures
PER04KAH-002770 / June 19, 2026



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