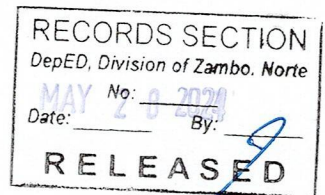




Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

May 27, 2024

Division Memorandum

No. 288, s. 2024

ADDENDUM OF DM NO. 17 s. 2024 re: ADOPTION OF DEPED ORDER NO. 23 s. 2018

To: All Division Office Personnel

1. In relation to DM No. 17 s. 2024, Adoption of DepED Order No. 23 s. 2018 re: Implementation of the Flexible Working Hours for the Non-Teaching Personnel, ***all previously approved flexible working arrangements for division office personnel are hereby revoked.***
2. Division Office Personnel who wish to avail of flexible working hours **must submit a new letter of request to this office** clearly stating *the reason* for requesting the flexible work arrangement to respond to the felt and reasonable needs of personnel, fostering a more productive and supportive work environment.
3. All other provisions in the previously issued Memorandum are still enforced and in effect.
4. Immediate dissemination of this Memorandum is directed.

ROY C. TUBALLA EMD, JD, CESO V
Schools Division Superintendent

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