



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

September 3, 2021

DIVISION MEMORANDUM
No. 343, s. 2021

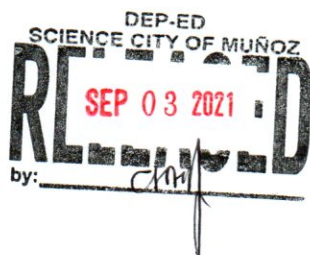
**MODIFICATION TO THE ALTERNATIVE WORK ARRANGEMENT
IN DEPED SCIENCE CITY OF MUNOZ FROM
AUGUST 30, 2021-SEPTEMBER 30, 2021**

To: Assistant Schools Division Superintendent
Chief Education Supervisor
Education Program Supervisors
Public School Heads
All Others Concerned

1. Please find attached approval letter relative to the new Alternative Work Arrangement (AWA) of the Schools Division Office from August 30, 2021-September 30, 2021
2. Enclosure no. 1 contains the AWA per functional divisions with minor adjustments for the SGOD where personnel slated for Monday and Tuesday will be transferred to Wednesday to Friday and vice versa due to home quarantine issues and hospital confinement of several concerned personnel.
3. Immediate and widest dissemination of this Memorandum is earnestly desired.


DANTE G. PARUNGAO, CESO VI
Officer-In-Charge

Office of the Schools Division Superintendent





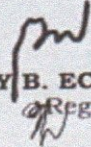
Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON

1st Indorsement
August 24, 2021

Respectfully returned to Dante G. Parungao, Officer-In-Charge, Office of the Schools Division Superintendent, Division of Muñoz City, this region, the herein **APPROVED** request for permission to adopt other modes of Alternative Work Arrangement from August 31 to September 30, 2021 only.

For information and guidance.


MAY B. ECLAR, PhD, CESO III
Regional Director

Incls.: As stated
ORD1/ord3

Address: Matalino St., D.M. Government Center, Maimpis, City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89 • Email Address: region3@deped.gov.ph



Loyal, Excellent, Accountable and Dedicated to Service
Address: Brgy. Rizal, Science City of Muñoz, 3119
Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph
DSCM-QMS-QMR-QSF-008 Rev.03 (01.31.20)



Certificate No. 50500731 QM1

ALTERNATIVE WORK ARRANGEMENT
 OFFICE OF THE S SCHOOLS DIVISION SUPERINTENDENT
 ADMINISTRATIVE SERVICES SECTION

TEAM A/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Phircasay Cruz S. Bermuda, II				
2	Merelyn A. Dizon				
3	Aaron S. Sobrevilla				
4	Jennelle Anne B. Narca				
5	Jessica L. Sagtjan				
6	Emalyn R. Maglanoc				
7	Joy Karen M. Dumale				
8	Rhanni Carmelli C. Cerin				
9	Winnie S. Valdez				
	PHYSICAL REPORTING		WORK FROM HOME		

TEAM B/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Joy V. Mangalindan				
2	Michelle G. Cornejo				
3	Geraldine E. Patacsi				
4	Roma Amor M. Marzo				
5	Stella Marie C. Dumale				
6	Rocel C. De Guzman				
7	Jerry I. Carrido				
8	Ricky G. Lucas				
	WORK FROM HOME		PHYSICAL REPORTING		

ACCOUNTING UNIT

TEAM A/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Jomel V. Mangawang				
2	Ann Cathlyn T. Acosta				
3	Martha Luzza O. Alipio				
4	Jay-Ann D. Castillo				
	PHYSICAL REPORTING		WORK FROM HOME		

TEAM B/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Rosan E. Ariston				
2	Jennifer P. Vitoria				
3	Jean P. Magno				
4	Arnelson D. Cornejo				
	WORK FROM HOME		PHYSICAL REPORTING		

INFORMATION TECHNOLOGY

TEAM A/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Johann M. Tabing				
2	Rick Jefferson Reyes				
	PHYSICAL REPORTING		WORK FROM HOME		

TEAM B/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Alvin B. Ramirez				
	WORK FROM HOME		PHYSICAL REPORTING		

ALTERNATIVE WORK ARRANGEMENT
 OFFICE OF THE S SCHOOLS DIVISION SUPERINTENDENT
 ADMINISTRATIVE SERVICES SECTION

TEAM A/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Phircasay Cruz S. Bermuda, II				
2	Stella Mari C. Dumale				
3	Aaron S. Sobrevilla				
4	Roma Amor M. Marzo				
5	Jessica L. Sagtjan				
6	Rocel C. De Guzman				
7	Joy Karen M. Dumale				
8	Rhanni Carmelli C. Cerin				
9	Winnie S. Valdez				
	WORK FROM HOME		PHYSICAL REPORTING		

TEAM B/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Emalyn R. Maglanoc				
2	Michelle G. Cornejo				
3	Geraldine E. Patacsi				
4	Jennelle Ann B. Narca				
5	Merelyn A. Dizon				
6	Joy V. Mangalindan				
7	Jerry I. Carrido				
8	Ricky G. Lucas				
	PHYSICAL REPORTING		WORK FROM HOME		

ACCOUNTING UNIT

TEAM A/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Jomel V. Mangawang				
2	Ann Cathlyn T. Acosta				
3	Martha Luzza O. Alipio				
4	Jay-Ann D. Castillo				
	WORK FROM HOME		PHYSICAL REPORTING		

TEAM B/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Rosan E. Ariston				
2	Jennifer P. Vitoria				
3	Jean P. Magno				
4	Arnelson D. Cornejo				
	PHYSICAL REPORTING		WORK FROM HOME		

INFORMATION TECHNOLOGY

TEAM A/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Johann M. Tabing				
2	Rick Jefferson Reyes				
	WORK FROM HOME		PHYSICAL REPORTING		

TEAM B/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Alvin B. Ramirez				
	PHYSICAL REPORTING		WORK FROM HOME		

BUDGET UNIT

TEAM A/WEEK 1

1 Dory Neil G. Reyes	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME

TEAM B/WEEK 1

1 Mirinda V. Maungalindan 2 Del Chhara D. Abao	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING

Assistant Schools Division Superintendent

TEAM A/WEEK 1

1 Kimberly Jean S. Nogue	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	PHYSICAL REPORTING	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME

Schools Division Superintendent

TEAM A/WEEK 1

1 Shirley A. Pascual	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	PHYSICAL REPORTING	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME

Schools Division Superintendent

TEAM A/WEEK 1

1 Jonnar Waing	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING

BUDGET UNIT

TEAM A/WEEK 2

1 Dory Neil G. Reyes	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING

TEAM B/WEEK 2

1 Mirinda V. Maungalindan 2 Del Chhara D. Abao	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	PHYSICAL REPORTING	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME

Assistant Schools Division Superintendent

TEAM A/WEEK 2

1 Kimberly Jean S. Nogue	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING

Schools Division Superintendent

TEAM A/WEEK 2

1 Shirley A. Pascual	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	PHYSICAL REPORTING	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME

Schools Division Superintendent

TEAM A/WEEK 2

1 Jonnar Waing	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING

ALTERNATIVE WORK ARRANGEMENT
CURRICULUM IMPLEMENTATION DIVISION

TEAM A/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Larry B. Espiritu, PhD	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME
2 Mary Queen P. Orpilla, PhD					
3 Nelie D. Sacman, PhD					
4 Aileen G. Mactal					
5 Ma. Mercedes P. Manabat					
6 Edgardo G. San Andres, Jr.					
7 Divina D. Vitoria					

TEAM A/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Larry B. Espiritu, PhD	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME
2 Mary Queen P. Orpilla, PhD					
3 Nelie D. Sacman, PhD					
4 Aileen G. Mactal					
5 Ma. Mercedes P. Manabat					
6 Edgardo G. San Andres, Jr.					
7 Divina D. Vitoria					

TEAM B/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Winnie W. Poli	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME
2 Mercedita D. Saldero					
3 Augusto A. Mateo					
4 Melody E. Galingan					
5 Zoraida F. Espino, PhD					
6 Angelica S. Fernando					
7 Carlzaldy P. Pagay					

TEAM B/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Winnie W. Poli	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME
2 Mercedita D. Saldero					
3 Augusto A. Mateo					
4 Melody E. Galingan					
5 Zoraida F. Espino, PhD					
6 Angelica S. Fernando					
7 Carlzaldy P. Pagay					

Rodolfo A. Dizon, PhD
Nelween M. Gan

Monday-Friday
Work-From-Home due to Health Condition

ALTERNATIVE WORK ARRANGEMENT
SCHOOL GOVERNANCE AND OPERATIONS DIVISION

TEAM A/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Lamberto P. Corpuz	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME
2 Marlon V. Siring					
3 Cyril S. Talusan					
4 Alvin D. Tangonan					
5 Marianne C. Coronel					
6 Evangelina A. Bautista					
7 Charmaine Elje. R. Rayos					

TEAM B/WEEK 1

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Joel G. Dizon	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING
2 Bernardo A. Gargabite					
3 Princess Mea P. Madayag					
4 Jonnadel S. Patonona					
5 Jayson V. Flores					
6 Mark Sydore I. Arimbuyutan					

TEAM A/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Lamberto P. Corpuz	WORK FROM HOME	WORK FROM HOME	PHYSICAL REPORTING	PHYSICAL REPORTING	PHYSICAL REPORTING
2 Marlon V. Siring					
3 Cyril S. Talusan					
4 Alvin D. Tangonan					
5 Marianne C. Coronel					
6 Evangelina A. Bautista					
7 Charmaine Elje. R. Rayos					

TEAM B/WEEK 2

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Joel G. Dizon	PHYSICAL REPORTING	PHYSICAL REPORTING	WORK FROM HOME	WORK FROM HOME	WORK FROM HOME
2 Bernardo A. Gargabite					
3 Princess Mea P. Madayag					
4 Jonnadel S. Patonona					
5 Jayson V. Flores					
6 Mark Sydore I. Arimbuyutan					