



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

DEPARTMENT OF EDUCATION
SDO-Iriga City RECORDS SECTION

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TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

September 14, 2026

DIVISION MEMORANDUM

NO. 482 s. 2026

DISSEMINATION OF UNNUMBERED MEMORANDUM DATED SEPTEMBER 10, 2026
(Work-from-Home Arrangement for School-Based Teaching-Related and Non-teaching Personnel during the Wellness Break in the End-of-Term Block)

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
OIC, Public Schools District Supervisor
Public Elementary and Secondary School Heads
Section/Unit Heads
Teachers and Non-Teaching Personnel
All Others Concerned

1. Attached is a copy of Unnumbered Memorandum dated September 10, 2026 issued by Secretary Sonny Angara, providing information that School-Based Teaching-Related and Non-Teaching Personnel may be allowed to work-from-home up to two days during the Wellness Break on September 14-15, 2026.
2. For information, guidance and dissemination.

MBL

MARIA-MAGNOLIA F. BRIOSO, CESO VI
OIC-Schools Division Superintendent *f*



**IRIGA
SPRINGS**

Sa Serbisyo ng Tapat at Mangagap,
Edukasyon ang Dekalidad!



Sto. Domingo, Lungsod Iriga
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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

TO : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

FROM :  **SONNY ANGARA**
Secretary

SUBJECT : Work-from-Home Arrangement for School-Based Teaching-Related and Nonteaching Personnel During the Wellness Break in the End-of-Term Block

DATE : September 10, 2026

In line with the Department's commitment to employee well-being and pursuant to DepEd Order (DO) No. 009, s. 2026, or the Guidelines on the Implementation of the Three-Term School Calendar in Basic Education, school-based teaching-related and nonteaching personnel **may be allowed to work from home (WFH) up to two days during the Wellness Break on September 14–15, 2026.**

The WFH arrangement shall be subject to the school's operational requirements and the approval of the school head. To ensure continuity of essential and urgent services, school heads shall maintain a skeleton workforce on-site and determine which personnel will report on-site and which may WFH.

School heads shall

1. prepare and approve a Work Arrangement Plan indicating the WFH and on-site schedules;
2. ensure that WFH personnel remain reachable during official working hours and deliver their assigned outputs and services; and
3. monitor and document attendance and performance in accordance with existing policies on flexible work arrangements, including DO 004, s. 2025 (Guidelines on the Adoption of the Flexible Work Arrangement in the Department of Education), as applicable.

This arrangement applies only to the Wellness Break within the End-of-Term Block and is separate and distinct from the Wellness Leave under DO 002, s. 2026 (Guidelines on the Grant of Wellness Leave for the Department of Education Personnel).

For guidance and strict compliance.

DO# 009, s. 2026: Work-from-Home Arrangement for School-Based Teaching and Nonteaching Personnel During the Wellness Break
09/10 - September 10, 2026