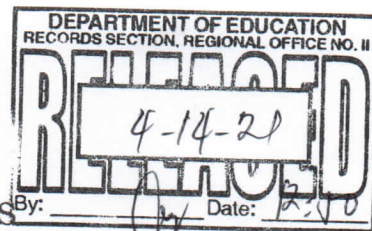





04/14/2025

Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY

REGIONAL MEMORANDUM
No. 075, s. 2021



To: ALL SCHOOLS DIVISION SUPERINTENDENTS

From:  **BENJAMIN D. PARAGAS, Ph.D., CESO V**
Director IV/Regional Director

Date: April 12, 2021

Subject: **AUTHORITY TO APPROVE ALTERNATIVE WORK ARRANGEMENTS (AWA) SCHEDULES AND TEMPORARY CLOSURE IN THE WORK PLACE OF SCHOOLS IN THE REGION**

1. In the exigency of service and in consonance to the goal of the Regional Office to ensure immediate actions to the urgent concerns of the Schools in the region in this time of pandemic, the **authority to approve and/or grant** ALTERNATIVE WORK ARRANGEMENTS (AWA) SCHEDULES AND TEMPORARY CLOSURE IN THE WORK PLACE OF SCHOOLS is hereby delegated to the Office of the Schools Division Superintendent whose Schools Division has jurisdiction over the school applying for AWA or Temporary Closure. In this regard, request of schools for the grant of AWA or Temporary Closure of Work Place which have been approved shall only be required to be furnished to the Regional Office, through the Office of the Assistant Regional Director, for information and reference.
2. The authority to approve or grant request for AWA or Temporary Closure of the SDOs including the requests of LGUs for utilization of schools as quarantine facilities shall still be lodged to the Office of the Regional Director.
3. For your information, guidance and compliance.



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