

Republic of the Philippines

Department of Education

REGION VIII - EASTERN VISAYAS

May 30, 2024

OFFICE MEMORANDUM, AD-2024- 279

CONDUCT OF DISINFECTION AND WORK SUSPENSION AT DEPED REGIONAL OFFICE VIII

To:

Director III

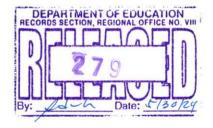
Functional Division Chiefs All Others Concerned

- 1. As part of the proactive measures to help control the transmission of COVID-19 cases and to ensure the safety of the employees, this Office shall conduct office disinfection tomorrow, May 31, 2024; hence, work shall be suspended from 1:00 p.m. to 5:00 p.m.
- 2. Due to the disinfection activity, all Regional Office employees are directed to perform their functions on Work from Home mode. External documents may be sent online through the Records Section at **records.region8@deped.gov.ph**.
- 3. Work at the DepEd RO VIII shall resume on June 03, 2024. The Regional Chiefs, Units, and Section Heads shall monitor the performance of their staff.
- 4. The General Services Unit, under the supervision of the Regional DRRM Coordinator, shall manage the disinfection activity.

5. Immediate dissemination of and strict compliance with this memorandum are desired.

EVELYN R. FETALVERO CESO IV

Regional Director



AD-RMG





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