



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

April 15, 2025

DIVISION MEMORANDUM  
No. **195** , s. 2025

**DISSEMINATION OF MEMORANDUM CIRCULAR NO. 81**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary, and Integrated Schools  
All Others Concerned

1. Relative to Memorandum Circular No. 81 dated April 14, 2025 from the Office of the President, this Office adopt the following arrangements on April 16, 2025: (a) work from home from 8:00 in the morning to 12:00 in the afternoon, subject to existing laws, rules and regulations; and (b) suspension of work from 12:00 in the afternoon onwards.
2. Section Heads are requested to determine who will avail of letter (a) provided they should determine expected outputs while working from home.
3. Immediate dissemination of and compliance with this Memorandum is desired.

  
**ROEL F. BERMEJO**  
Schools Division Superintendent 

Encl.: As stated  
Reference: Memorandum Circular No. 81  
To be indicated in the Perpetual Index  
Under the following subjects:

MEMORANDUM  
PUBLICATION



**Office of the President**  
**Malacañang**

**MEMORANDUM CIRCULAR NO. 81**

To provide government employees full opportunity to properly observe Maundy Thursday and Good Friday on 17-18 April 2025, and to allow them to travel to and from the different regions in the country, the following arrangements are hereby adopted in government offices on 16 April 2025: (a) work from home from 8:00 in the morning to 12:00 in the afternoon, subject to existing laws, rules and regulations; and (b) suspension of work in government offices, from 12:00 in the afternoon onwards.

However, agencies whose functions involve the delivery of basic and health services, preparedness/response to disasters and calamities, and/or the performance of other vital services shall continue with their operations under usual working arrangements and render the necessary services.

The adoption of work from home and suspension of work for private companies and offices is left to the discretion of their respective employers.

This Circular shall take effect immediately.

By authority of the President:

  
**LUCAS P. BERSAMIN**  
Executive Secretary



Manila, 14 April 2025



BAGONG PILIPINAS