



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 183 s. 2014

**TO : ALL DIVISION PERSONNEL,
PUBLIC SCHOOL DISTRICT SUPERVISORS
SCHOOL HEADS (Secondary and Elementary)**

FROM : ISAGANI S. DELA CRUZ
Schools Division Superintendent

**SUBJECT : IMPLEMENTATION OF THE FLEXI-TIME WORK SCHEDULE FOR THE
NON-ACADEMIC PERSONNEL OF THE DEPARTMENT OF EDUCATION**

DATE : June 30, 2014

1. Enclosed is DepEd Order No. 31, s. 2014 dated June 24, 2014 for the "Implementation of the Flexi-time Work Schedule for the Non-Academic Personnel of the Department of Education". Attached to such Order is the guidelines and template forms for your ready reference and guidance.
2. Immediate and wide dissemination of this Memorandum is desired.