TO : ALL CONCERNED OFFICERS AND PERSONNEL
Central and Regional Offices

SUBJECT : Alternative Work Arrangement During Modified Enhanced Community Quarantine

Pursuant to Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) Resolution No. 37 dated 15 May 2020, which provided those Provinces, Highly Urbanized Cities (HUCs) and Independent Component Cities (ICC) placed under Enhanced Community Quarantine (ECQ), Modified Enhanced Community Quarantine (MECQ) and those under the General Community Quarantine (GCQ), beginning 16 May 2020, Alternative Work Arrangement (AWA) in offices in the Central Office, Regional Offices (ROs) and their respective Service Centers (SCs), Field Offices, and Offsite Centers, shall continue to be observed until 31 May 2020. Provided further that:

1) All PRC Offices that are in areas classified under MECQ, except for their Mall-based SCs, shall continue to implement work from home arrangement, and/or skeleton workforce whenever appropriate;

2) Those Mall-based SCs of the PRC offices under MECQ shall adopt a skeleton workforce of at least 50% onsite subject to the operational guidelines of the concerned malls and to directives issued by the relevant local government unit.

3) Those PRC Offices situated in areas that are still classified under ECQ, including their SCs and Offsite centers, shall likewise continue to implement work from home arrangement, and skeleton workforce whenever appropriate,

4) ROs located in areas classified under GCQ, shall continue to implement their respective alternative work arrangement in accordance with Memorandum No. 25 (s.2020).

The Guidelines provided in Memorandum No. 24 (s.2020), and applicable provisions of Memorandum Order No. 20 and 21 (s.2020) shall continue to be strictly observed by all concerned offices, subject to such relevant issuances that may hereinafter be promulgated.

This Order shall take effect immediately.

For compliance.

TEOFILO S. PILANDO, JR.
Chairman