



Republic of the Philippines  
Department of Education  
REGION III-CENTRAL LUZON  
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY  
**BAGONG BUHAY E ELEMENTARY SCHOOL**  
1ST AVENUE, FATIMA III, SAN JOSE DEL MONTE CITY, BULACAN

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January 09, 2022

SCHOOL M E M O R A N D U M  
No. 01 s. 2022

**SCHOOL ALTERNATIVE WORK ARRANGEMENT (AWA) UNDER ALERT LEVEL 3 FROM  
JANUARY 10-14, 2022, IN RESPONSE TO A SHARP INCREASE IN COVID-19 CASES**

To: Master Teachers  
Grade Leaders  
All Teaching Personnel  
School Administrative Officer II

1. The school is securing the safety of every school teaching and non-teaching personnel by adopting austerity measures through the full and strict implementation of Alternative Work Arrangement (AWA) under Alert Level 3 from January 10-14, 2022.
2. Anent this, school shall operate with 50% skeleton workforce or the 3-day Work from Home and 2-Day Physical Reporting to provide essential services for school clientele.
3. Health precautions and physical distancing measures must be always observed not only in the school but also during travel/transportation, and home and private space. Wearing of masks and regular sanitation are strictly advised.
4. All school personnel who physically report to the school are required to accomplish the health declaration form and scan the QR code.
5. School personnel with colds, coughs, fever, and any other symptoms of Covid-19 are suggested not to report to the school to ensure the safety of everyone.
6. Table below is the list of teachers and schedule for physical reporting in the school.
7. Immediate dissemination of this Memorandum is encouraged.

  
**FRANCIS T. TABUZO, Ph. D**  
School Principal II  
Office of the School Principal





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\*\*\*BASIS/REFERENCE: CSC MC NO. 18 s. 2020 / SDM No. 485 s. 2021

NO.	NAME OF PERSONNEL	KINDER				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Ria Gilda B. Barnachea	Physical Reporting	Physical Reporting	WFH	WFH	WFH
2	Lenny D. Alamani	Physical Reporting	WFH	WFH	Physical Reporting	WFH
3	Rhea C. Magnaye	WFH	Physical Reporting	WFH	Physical Reporting	WFH
4	Mariel A. Bataycan	WFH	WFH	Physical Reporting	WFH	Physical Reporting
5	Joanne E. Laroga	Physical Reporting	WFH	WFH	Physical Reporting	WFH
6	Alpha M. De Vera	WFH	WFH	Physical Reporting	WFH	Physical Reporting
7	Evelita A. Gallardo	WFH	Physical Reporting	WFH	WFH	Physical Reporting

NO.	NAME OF PERSONNEL	GRADE 1				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Arlene G. Casaclang	Physical Reporting	Physical Reporting	WFH	WFH	WFH
2	Merlita P. Francisco	WFH	WFH	Physical Reporting	Physical Reporting	WFH
3	Cecilia O. Mendoza	WFH	WFH	Physical Reporting	Physical Reporting	WFH
4	Karen N. Quizon	Physical Reporting	Physical Reporting	WFH	WFH	WFH
5	Gina B. Geografo	WFH	WFH	Physical Reporting	WFH	Physical Reporting
6	Roselyn N. Sison	Physical Reporting	WFH	WFH	WFH	Physical Reporting
7	Romalyn B. Sansales	WFH	WFH	Physical Reporting	WFH	Physical Reporting
8	Rosewen A. Garrucho	WFH	WFH	Physical Reporting	Physical Reporting	WFH
9	Mylane M. Castillo	WFH	WFH	WFH	Physical Reporting	Physical Reporting
10	Janeth P. Marzan	Physical Reporting	Physical Reporting	WFH	WFH	WFH
11	Murlyn C. Loquez	Physical Reporting	Physical Reporting	WFH	WFH	WFH

NO.	NAME OF PERSONNEL	GRADE 2				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Irene B. Ramos	Physical Reporting	Physical Reporting	WFH	WFH	WFH
2	Adelina R. Manuel	WFH	WFH	Physical Reporting	Physical Reporting	WFH
3	Ma. Elena T. Pascua	WFH	WFH	Physical Reporting	WFH	Physical Reporting
4	Merlita D. Herrera	Physical Reporting	WFH	WFH	Physical Reporting	WFH
5	Emelita DB. Robles	Physical Reporting	Physical Reporting	WFH	WFH	WFH
6	Victoria C. Aspille	WFH	WFH	Physical Reporting	WFH	Physical Reporting
7	Elvira P. Alde	WFH	WFH	Physical Reporting	Physical Reporting	WFH
8	Minellie Joy B. Gali	WFH	Physical Reporting	WFH	WFH	Physical Reporting

NO.	NAME OF PERSONNEL	GRADE 3				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Herdeliza V. Carlos	Physical Reporting	WFH	WFH	WFH	Physical Reporting
2	Carmela M. Cagas	WFH	WFH	Physical Reporting	Physical Reporting	WFH
3	Leah S. Sia	WFH	WFH	Physical Reporting	Physical Reporting	WFH
4	Ma. Cristina Viloria	WFH	Physical Reporting	WFH	WFH	Physical Reporting
5	Noriecell B. Sandoval	Physical Reporting	Physical Reporting	WFH	WFH	WFH
6	Marivic B. Arreza	WFH	WFH	Physical Reporting	WFH	Physical Reporting
7	Rissalyn N. Ambrocio	WFH	WFH	Physical Reporting	Physical Reporting	WFH
8	Jome L. Salvado	WFH	Physical Reporting	WFH	Physical Reporting	WFH
9	Jemimah C. Calaunan	Physical Reporting	WFH	WFH	WFH	Physical Reporting
9	Ruth B. Ascuna	Physical Reporting	Physical Reporting	WFH	WFH	WFH



**BAGONG BUHAY E CENTRAL ELEMENTARY SCHOOL**

School ID: 107144

1st Ave., Fatima III, San Jose del Monte City 3023

Official E-Mail: 107144.sjdm@deped.gov.ph

Official Web Site: depedbbecs.weebly.com



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NO.	NAME OF PERSONNEL	GRADE 4				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Jocelyn T. De Leon	Physical Reporting	WFH	WFH	WFH	Physical Reporting
2	Ma. Victoria Mariz B. Navarrete	WFH	WFH	WFH	Physical Reporting	Physical Reporting
3	Racquel T. Ramos	WFH	Physical Reporting	WFH	Physical Reporting	WFH
4	Vangelina S. Francisco	Physical Reporting	WFH	WFH	WFH	Physical Reporting
5	Rachelle G. Sandoval	WFH	WFH	Physical Reporting	Physical Reporting	WFH
6	Marita G. Francisco	Physical Reporting	Physical Reporting	WFH	WFH	WFH
7	Donald M. Nacario	WFH	WFH	Physical Reporting	WFH	Physical Reporting
8	Clarissa R. Oribiada	WFH	WFH	Physical Reporting	Physical Reporting	WFH
9	Donna Lyn D. Padrique	Physical Reporting	Physical Reporting	WFH	WFH	WFH
10	Daisy L. Estuana	WFH	Physical Reporting	Physical Reporting	WFH	WFH

NO.	NAME OF PERSONNEL	GRADE 5				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Ma. Diana M. Lepalam	WFH	WFH	Physical Reporting	Physical Reporting	WFH
2	Flordeliza S. Cruz	Physical Reporting	Physical Reporting	WFH	WFH	WFH
3	Crispino G. Dela Cruz	WFH	WFH	Physical Reporting	WFH	Physical Reporting
4	Carmelita Dinawanao	Physical Reporting	Physical Reporting	WFH	WFH	WFH
5	Janette Y. Manlangit	WFH	WFH	Physical Reporting	Physical Reporting	WFH
6	Helen Grace U. Abalos	Physical Reporting	Physical Reporting	WFH	WFH	WFH
7	Catherine Joy A. Cabataña	WFH	WFH	Physical Reporting	WFH	Physical Reporting
8	Alfredo C. Abalos	Physical Reporting	WFH	WFH	Physical Reporting	WFH
9	Levi Thaddeus M. Bamachea	WFH	Physical Reporting	WFH	WFH	Physical Reporting
10	Shirley DR. Yaco	WFH	WFH	WFH	Physical Reporting	Physical Reporting

NO.	NAME OF PERSONNEL	GRADE 6				
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Corazon G. Manuel	WFH	WFH	Physical Reporting	Physical Reporting	WFH
2	Marizar B. Del Rosario	Physical Reporting	Physical Reporting	WFH	WFH	WFH
3	Cheryl DC. Erestain	WFH	WFH	Physical Reporting	WFH	Physical Reporting
4	Ana Mae G. Guilalas	Physical Reporting	Physical Reporting	WFH	WFH	WFH
5	Ryan G. Sandoval	WFH	WFH	Physical Reporting	Physical Reporting	WFH
6	Mary Ann G. Gumadlas	Physical Reporting	Physical Reporting	WFH	WFH	WFH
7	Jessica A. Salcedo	WFH	WFH	Physical Reporting	WFH	Physical Reporting
8	Vivian J. Medina	Physical Reporting	WFH	WFH	WFH	Physical Reporting
9	Shem G. Ibabao	Physical Reporting	WFH	WFH	WFH	Physical Reporting
10	Paulo Nikko Alfonso	WFH	Physical Reporting	WFH	Physical Reporting	WFH
11	Rowena C. Delo Santos	Physical Reporting	WFH	WFH	WFH	Physical Reporting
12	Vener C. Cases	WFH	WFH	Physical Reporting	Physical Reporting	WFH
13	Michelle A. Miranda	WFH	Physical Reporting	WFH	Physical Reporting	WFH

Take care and keep safe everyone!



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