REGIONAL MEMORANDUM
No. 1083, s. 2021

ONLINE SUBMISSION OF THE ALTERNATIVE WORK ARRANGEMENTS (AWA) REQUESTS

To: All Schools Division Superintendents

1. In order to facilitate submission of the Alternative Work Arrangement (AWA) requests, the Schools Division Offices (SDOs) are encouraged to submit via online the requests at Document Management System of DepEd RO I Records Section or at rs.region1@deped.gov.ph.

2. Please be reminded of the correct and complete details of requests like the date/timeline, name of schools and the purpose why there is a need to report on site, for consistency. In view of the distance learning modality that DepEd is adopting this school year, teachers are expected to deliver instructions remotely; hence, teachers shall be required to report on site only on extremely essential tasks and as per approved AWA.

3. It is also advised to submit the requests ahead of time to give ample opportunity for this Office to evaluate the requests.

4. For information, guidance and compliance.

TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: Regional Memorandum No. 495, s. 2020
Regional Memorandum No. 322, s. 2021

To be indicated in the Perpetual Index
Under the following subjects:

POLICY REQUIREMENTS RULES AND REGULATIONS

AD/hfa/RM
September 22, 2021

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