



Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division  
Superintendent**

JUL 18 2025

**NOTICE OF MEETING**

July 18, 2025

TO : OIC – Assistant Schools Division Superintendent  
Chief Education Supervisor, CID  
OIC-Chief Education Supervisor, SGOD  
Administrative Officer V  
All Unit Heads - OSDS, SGOD

FROM :   
**VIOLETA M. GONZALES**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

DATE/TIME: **July 21, 2025**  
Office of the SDS, 02:30 pm

SUBJECT : **Meeting on the Implementation of Flexible  
Working Arrangement**

AGENDA :  
1. Discussion on the implementation of Flexible Working Arrangement in SDO Muntinlupa  
2. Responsibility of Unit Heads in the adoption of FWA re: consultation and recommendation with personnel

EFJRE / **Implementation of Flexible Working Arrangement**  
081 / July 18, 2025 NOM-2025-081



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