



Republic of the Philippines
Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
Regional Office No. IX

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MEMORANDUM

FOR : **ALL MGB REGION NO. IX PERMANENT EMPLOYEES AND PERSONNEL UNDER CONTRACT OF SERVICE**
This Office

FROM : **THE OIC-OFFICE OF THE REGIONAL DIRECTOR**
This Office

SUBJECT : **MINES AND GEOSCIENCES BUREAU REGION NO. IX ALTERNATIVE WORKING ARRANGEMENT IN VIEW OF THE CORONA VIRUS DISEASE (COVID-19)**

DATE : **MARCH 19, 2020**

Pursuant to the Memorandum issued by Atty. Wilfredo G. Moncano, Acting Director, Mines and Geosciences Bureau, dated March 17, 2020 *re: Alternative Working Arrangement in view of COVID-19*, the MGB Region No. IX shall adopt the following alternative working arrangement:

1. **From March 17, 2020 to March 19, 2020**, each of the Division-Finance and Administrative Division, Geosciences Division, Mine Management Division (MMD), and Mine Safety, Environment and Social Development Division (MSESDD), shall adopt a skeletal workforce of at least four (4) personnel (permanent employee and/or personnel under Contract of Service).
2. **From March 20, 2020 to April 13, 2020 or until such time that the "Enhanced Community Quarantine for Zamboanga City" has been lifted**, work from home shall be implemented covering all permanent employees and personnel under Contract of Service.

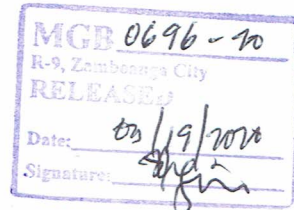
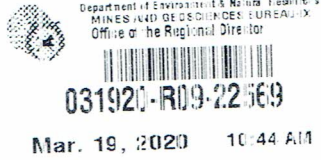
Each Division Chief is advised to ensure rationalized work distribution to be done at home and submission of the accomplished work/report direct to the Division Chief, copy furnished to the undersigned OIC-Office of the Regional Director.

Please be informed that *Honorable Maria Isabelle Climaco-Salazar, Mayor of Zamboanga City*, issued a notice for the **"Enhanced Community Quarantine effective March 20, 2020 at 1AM"**. Guidelines on the said quarantine were issued, and it stated that "A strict home quarantine shall be observed in all households; movement shall be limited to accessing basic necessities; and there will be heightened presence of uniform personnel to enforce quarantine procedures. For this purpose, only two (2) individuals per household will be allowed to leave their homes. Barangay officials shall be directed

to monitor compliance with this policy. xxx". Due to the said quarantine, this office shall adopt an on-call work from home arrangement for Division Chiefs for the submission of reportorial requirements and other related matters.

For your information and compliance.


HERNANI G. ABDON



cc: **ATTY. WILFREDO G. MONCANO**
Acting Director
Mines and Geosciences Bureau
Department of Environment and Natural Resources
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