



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

September 16, 2026

DIVISION MEMORANDUM
No. 541 , s. 2026

**SKELETAL WORKFORCE AT THE DIVISION OFFICE ON SEPTEMBER 17, 2026
(AFTERNOON)**

To: **Assistant Schools Division Superintendent**
Chief Education Supervisor
Education Program Supervisors
Public Schools District Supervisors
Principal/Head Teacher-In-Charge of the District
Heads of Public Elementary, Secondary and Integrated Schools
All Division Office Personnel
All Others Concerned

1. The Schools Division Office of Aklan will implement a **skeletal workforce arrangement on September 17, 2026, in the afternoon**, to allow Division Office personnel to attend the **necrology for Ms. Apple Gay M. Oquendo**, a Division Office employee who passed away on **September 13, 2026**.
2. The conduct of the necrology is an expression of the Division Office's respect and tribute to the life, service, and contributions of Ms. Oquendo to the Department of Education and the Schools Division of Aklan.
3. All Division Office personnel are advised to coordinate with their respective heads of offices regarding their participation in the necrology and to ensure that any urgent matters requiring immediate attention are properly endorsed or attended to before the implementation of the skeletal workforce arrangement.
4. All concerned are requested to inform clients, stakeholders, and other concerned parties of this temporary arrangement and to advise them to plan their transactions accordingly.
5. This Memorandum shall take effect on **September 17, 2026**, particularly in the afternoon, and shall not affect regular office operations in the morning.
6. Immediate and widest dissemination of this memorandum are desired.


FELICIANO C. BUENAFE, JR., CESO V
Schools Division Superintendent