



000285

Regional Special Order

No.

Series of 2021


**SUBJECT: STRICT HOME QUARANTINE/WORK FROM HOME**

The following KALAH-CIDSS staff is granted work from home arrangement on the basis that he has displayed symptoms of COVID19.

Name	Position	Area of Assignment	Date of WFH
Kim John Hidalgo	MEO III	RPMO	January 18-22, 2021

The immediate supervisors shall ensure the monitoring of WFH output of the above-mentioned employee weekly<sup>1</sup>. He shall be paid with his salaries/wages during the community quarantine period based on existing guidelines and policies.<sup>2</sup>

Issued this 18<sup>th</sup> day of January, 2021 at DSWD Caraga, Field Office, Butuan City.

  
**RAMEL F. JAMEN**  
 OIC- Regional Director

MCM/cmr01.18.21KC067 2170 pm

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DSWD FIELD OFFICE CARAGA  
 CAPITOL COMPOUND BUTUAN CITY

MASTER COPY

**FOR** : RAMEL F. JAMEN  
OIC-REGIONAL DIRECTOR  
DSWD FO Caraga

**FROM** : KC-NCDDP Regional Program Coordinator

**SUBJECT** : REQUEST FOR THE ISSUANCE OF REGIONAL SPECIAL  
ORDER- STRICT HOME QUARANTINE/WORK FROM HOME

**DATE** : January 18, 2021

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The immediate supervisors shall ensure the monitoring of WFH output of the above-mentioned employee, weekly. He shall be paid with his salaries/wages during the community quarantine period based on existing guidelines and policies.

Requested by:



**BENNETTE DAVE C. CALO**  
RPC

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Recommending Approval:

**JEAN PAUL S. PARAJES**  
OIC-ARDO

KC-NCDDP-RSO-TRACKING#-2021-067