



Republic of the Philippines
Department of Education

ONR - 257591

DepEd MEMORANDUM
No. **69**, s. 2014

25 JUN 2014

OFFICE HOURS FOR MUSLIMS DURING THE MONTH OF RAMADAN

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
All Others Concerned

1. The Department of Education (DepEd) respects the rights of all Filipino Muslims to observe the *Ramadan* by fasting from **June 28, 2014** to **July 27, 2014**.
2. Having adopted a *flexible time* for all its employees since 1998, this Department shall allow the Filipino Muslims who are fasting while working, whether in the central office or in local/field offices nationwide, to start rendering their services **between 7:00 a.m. and 9:00 a.m. (but not later than 9:00 a.m.)** until such time when they complete the eight working hours without a.m., noon, and p.m. breaks equivalent to two hours daily during weekdays. This is to ensure continuous, prompt and efficient delivery of public services in basic education.
3. In previous years, all Filipino Muslims who are working in local or national government offices outside the autonomous regions nationwide and who are fasting during the month of *Ramadan* have rendered their services from 8:00 a.m. to 12:00 noon and from 1:00 p.m. to 5:00 p.m. as their official time. However, the said official time was modified to 7:30 a.m. - 3:30 p.m. without noon break. The difference of two hours is not *counted as undertime* by the Civil Service Commission under Paragraph 2 of its Resolution No. 81-1277 dated November 13, 1981 pursuant to Sections 2 and 5 of Presidential Decree No. 291 dated September 12, 1973, as amended by Presidential Decree No. 322 dated October 26, 1973.
4. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. MUYOT
Undersecretary
Officer-In-Charge

Reference: DepEd Memorandum: No. 133, s. 2013
Office Order dated April 4, 1998

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

CELEBRATIONS AND FESTIVALS

EMPLOYEES

OFFICIALS

Madel: Ramadan
0466-June 24, 2014