

**IPOPHL MEMORANDUM CIRCULAR NO. 2021-007**

**Subject: ALTERNATIVE WORK ARRANGEMENT IN LIGHT OF THE  
EXTENSION OF THE ENHANCED COMMUNITY QUARANTINE**

**WHEREAS**, on 27 March 2021, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (“IATF”) issued Resolution No. 106-A placing the National Capital Region and the provinces of Bulacan, Cavite, Laguna, and Rizal under Enhanced Community Quarantine (“ECQ”) until 4 April 2021;

**WHEREAS**, on 28 March 2021, in accordance with the Omnibus Guidelines in the Implementation of Community Quarantine in the Philippines, IPOPHL issued Memorandum Circular No. 2021-004 implementing alternative work arrangements for the period of 29 March 2021 to 4 April 2021;

**WHEREAS**, on 3 April 2021, the Presidential Communications Operations Office announced that the National Capital Region and the provinces of Bulacan, Cavite, Laguna, and Rizal shall remain under ECQ until 11 April 2021;

**IN VIEW OF THE FOREGOING**, and in support of the national government’s objective of implementing proactive measures and restrictions to slow down the surge in COVID-19 cases, Memorandum Circular No. 2021-004 is hereby extended until 11 April 2021 or until such time as the ECQ is lifted by the national government.

During the ECQ, the IPOPHL shall continue implementing a combined work-from-home and skeleton workforce arrangement while maintaining an operational capacity at its main office pursuant to relevant issuances. Only employees authorized by their respective supervisors to report for work shall be allowed entry into the IPOPHL Main Office.

Previously issued Memorandum Circulars that are inconsistent with the foregoing are deemed modified, superseded, or amended accordingly.

Done on this 4<sup>th</sup> day of April 2021 in Taguig City, Philippines.



**CERTIFIED TRUE COPY**  
DATE: APR 05 2021  
**PIA ANGELICA S. GABRIEL**  
Administrative Officer V  
FMAS



**ROWEL S. BARBA**  
Director General