



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

09 Jan 2026

DIVISION MEMORANDUM

No. 009, s. 2026

EXTENSION OF SERVICES OF THE EXISTING JANITORIAL PERSONNEL

To: Assistant Schools Division Superintendent
Division Chiefs
Heads of Public Elementary and Secondary Schools

1. The provision of janitorial services in public schools is essential in ensuring cleanliness, safety, and security within school premises, thereby safeguarding the welfare of school personnel, teachers, and learners.
2. However, the implementation of CSC–COA–DBM Joint Circular No. 1, series of 2025, entitled Revised Guidelines on the Engagement of Contract of Service (COS) and Job Order (JO) Workers in Government, has significant implications on the engagement, deployment, and management of janitorial personnel in public schools.
3. In view of the foregoing, and pending the approval of the project proposals for the procurement of janitorial services, as well as the completion of the ongoing process of engaging qualified service providers, only Contract of Service (CoS) personnel with valid contracts up to December 31, 2025 shall be eligible for renewal as per DepEd Advisory dated January 8, 2026. Accordingly, their services are hereby extended for the period **January 1 to 31, 2026**.
4. Upon the execution of contracts with duly qualified janitorial service agencies, the extension shall automatically end, and the new contracts shall take effect on **February 2, 2026**.
5. This Memorandum is issued for the information, guidance, dissemination, and strict compliance of all concerned.


ENGR. EDGARD C. DOMINGO, PhD, CESO V
Schools Division Superintendent *ED*

SGOD/CES/January 9, 2026