



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 027
Series of 2024

**AN ORDER ADOPTING A COMPRESSED WORKWEEK
IN THE CITY GOVERNMENT OF IMUS**

WHEREAS, Republic Act No. 7160 or the Local Government Code mandates that every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance and those which are essential to the promotion of the general welfare;

WHEREAS, Civil Service Commission (CSC) Memorandum Circular No. 6, Series of 2022, provides for the Policies on Flexible Work Arrangements in the Government, authorizes Local Government Units (LGUS) to adopt a Four-Day (Compressed) Workweek in government offices;

WHEREAS, the abovementioned Circular provides the definition of a compressed workweek as a work arrangement whereby the forty (40) hours workweek for five days of the government officials or employees is compressed to four (4) days or less as may be applicable;

WHEREAS, according to the Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA), El Niño brings extremely high temperatures, being experienced by the whole country, including the City of Imus, and is projected to cause even higher temperatures that may reach levels that are dangerous to everyone's health;

WHEREAS, in the interest of public health and safety, there is a necessity for the City Government of Imus to reduce the exposure to the extreme heat and to mitigate its harmful effects on Imuseños and the general public transacting with the City Government of Imus as well as on the health and safety of its employees and officials;

NOW, THEREFORE, I, HON. ALEX L. ADVINCULA, by virtue of the powers vested in me by law, do hereby order the implementation of a Four-Day (Compressed) Workweek:

SECTION 1. COMPRESSED WORKWEEK. A compressed workweek shall be adopted by the City Government of Imus. Offices shall observe an 08:00 a.m. to 07:00 p.m. work schedule from Monday to Thursday.



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SECTION 2. EXCEPTIONS. The compressed workweek shall not apply to the following offices, which shall continue to observe their regular work schedule. However, the list of offices not covered by the compressed workweek may be amended by the Local Chief Executive as deemed appropriate based on weather and heat index projections.

1. **City Disaster Risk Reduction and Management Office**
Ambulance Team, Emergency Medical Services, Monitoring, Communication and Dispatch
2. **City Health Office**
Health Centers, Emergencies, Birthing Home
3. **City of Imus Diagnostic Laboratory**
Provision of Laboratory Services
4. **Ospital ng Imus**
Provision of Medical Services
5. **City Social Welfare and Development Office**
Shelter Staff, and Day Care Workers
6. **City Environment and Natural Resources Office**
Trash Collectors, and Street Sweepers
7. **City Engineering Office**
Field Workers
8. **City Agriculture Office**
Field Workers
9. **Civil Security Unit**
24/7 Security, and Monitoring of City Government Premises
10. **City of Imus Traffic Management Unit**
Traffic Enforcers
11. **Economic Enterprise and Management Office**
Maintenance of Market, and Slaughterhouse Operations



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SECTION 3. DURATION. The compressed workweek shall be in force beginning 06 May 2024 until 31 July 2024, unless otherwise lifted or extended by the Local Chief Executive based on weather and heat index projections.

SECTION 4. REPEALING CLAUSE. All executive issuances, orders, rules, and regulations or parts thereof inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

SECTION 5. EFFECTIVITY. This Executive Order shall take effect immediately and remain in full effect unless otherwise revoked.

DONE and SIGNED this 29th of April 2024, City of Imus, Cavite.


ALEX L. ADVINCULA
City Mayor