



EXECUTIVE ORDER NO. 2026 - 026A

ADDENDUM TO EXECUTIVE ORDER NO. 2026-026 DIRECTING ALL DEPARTMENTS AND OFFICES UNDER THE CITY GOVERNMENT OF CALAMBA TO ADOPT ENERGY CONSERVATION PROTOCOLS AND FLEXIBLE WORK ARRANGEMENTS

WHEREAS, due to the urgent need to implement strict energy conservation measures and optimize the use of public resources, the City Government of Calamba issued Executive Order No. 2026-026 adopting energy conservation protocols and flexible work arrangements, in accordance with Memorandum Circular No. 114, Series of 2026, from the Office of the President.

WHEREAS, there is a need to supplement certain provisions of the said Executive Order to include provisions prescribing special work arrangements during weeks that include regular holidays, special non-working days and official work suspensions for the Year 2026.

NOW, THEREFORE, I, ROSELLER H. RIZAL, by virtue of the powers vested in me by law as Chief Executive of the City of Calamba, do hereby issue this addendum to Executive Order No. 2026-026.

Section 1: The following provisions are hereby included under Section 1 of Executive Order No. 2026-026:

In order to ensure that the prescribed working hours are met for weeks that include regular holidays, special non-working days, or official work suspensions, the following shall be observed by all Departments and Offices under the Office of the City Mayor, except those listed under Section 3 of Executive Order No. 2026-026:

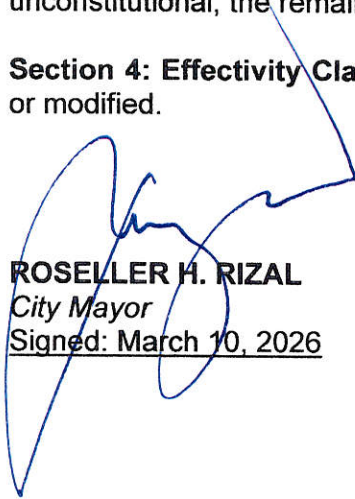
- I. For weeks that include regular holidays or special non-working days (based on Proclamation No. 1006 Series of 2025 issued by the Office of the President and other legal issuances):
 - a. If a regular holiday or special non-working day falls on a Friday, the prescribed working hours shall be 8:00 A.M. to 5:00 P.M., from Monday to Thursday.
 - b. If a regular holiday or special non-working day falls on any day from Monday to Thursday, the prescribed working hours shall also be 8:00 A.M. to 5:00 P.M., including Friday of the same week.
 - c. If there are two regular holidays or special non-working days in a week, the prescribed working hours for the remaining working days shall likewise be 8:00 A.M. to 5:00 P.M.
- II. If regular holidays or special non-working days and an official work suspension occur within the same week, the same 8:00 A.M. to 5:00 P.M. working hours shall be observed for the remaining working days including Friday of the same week.
- III. For weeks that include official work suspensions, regardless of the number of days, the prescribed working hours shall be 8:00 A.M. to 5:00 P.M. including Friday of the same week.



Section 2: Repealing Clause. All Orders, and/or parts thereof, contrary to or inconsistent with the provisions of this Order are hereby repealed, modified or amended accordingly.

Section 3: Separability Clause. If any provision of this Order is declared invalid or unconstitutional, the remaining provisions shall remain in full force and effect.

Section 4: Effectivity Clause. This Order shall take effect immediately until revoked, repealed or modified.



ROSELLER H. RIZAL
City Mayor
Signed: March 10, 2026