



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

**IMPLEMENTATION OF DEPED ORDER NO. 535, S. 2024- RATIONALIZATION
OF TEACHERS' WORKLOAD IN PUBLIC SCHOOLS AND PAYMENT OF
TEACHING OVERLOAD**


To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC - Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 535, s. 2024, dated May 28, 2024, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. All participants to the said activity are required to pre-register through the given link in the attached Memorandum.
3. Immediate and wide dissemination of this Memorandum is desired.

For:

VIOLETA M. GONZALES
Asst. Schools Division Superintendent

By:


MA. REGAELE A. OLARTE
Education Program Supervisor
OIC, Chief Education Supervisor
School Governance and Operations Division

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

IMPLEMENTATION TEACHERS WORKLOAD

MRAQ/DM- IMPLEMENTATION OF DEPED ORDR NO. 5, S. 2024- RATIONALIZATION OF TEACHERS' WORKLOAD IN PUBLIC
SCHOOLS AND PAYMENT OF TEACHING OVERLOAD

188 / JUNE 6, 2024

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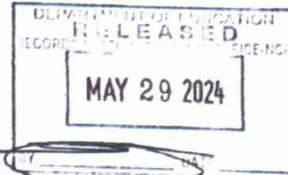


Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



May 28, 2024

REGIONAL MEMORANDUM

No. 535, s. 2024

**To: Schools Division Superintendents
 RO Personnel
 All Others Concerned**

**IMPLEMENTATION OF DEPED ORDER NO. 5, s. 2024 – RATIONALIZATION
 OF TEACHERS' WORKLOAD IN PUBLIC SCHOOLS AND PAYMENT OF
 TEACHING OVERLOAD**

1. In adherence to DepEd Order No. 005, s. 2024 titled Rationalization of Teachers' Overload in Public Schools and Payment of Teaching Overload, the DepEd National Capital Region, through the Field Technical Assistance Division (FTAD), shall conduct the activities outlined in detail in Enclosure No. 1.
2. The activity aims to
 - a. discuss the key provisions of DepEd Order No. 005, s. 2024;
 - b. provide direction on the implementation strategies particularly on the duties and responsibilities of the Schools Division Offices; and
 - c. clarify common concerns and solicit feedback.
3. The list of participants, resource persons/facilitators, and the technical working group (TWG) and other details are in Enclosure No. 1. All concerned are required to fill-up the pre-registration through this link: <https://bit.ly/3WZ4Ttxt>.
4. Transportation and food expenses of the participants, regional/division monitors, TWG, and other personnel, shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
5. For clarifications and concerns, please contact Dr. Jingle A. Lim, Education Program Supervisor, Field Technical Assistance Division, through jingle.lim@deped.gov.ph or Ms. Elsa P. Mariano, Administrative Officer V, ASD-Personnel Section through elsa.mariano@deped.gov.ph.
6. For information and compliance.

Joelyn Dr. Andaya
JOCELYN DR ANDAYA
 Director IV



Address: 6 Misamis St. Bago Bantay, Quezon City
 Email Address: ncr@deped.gov.ph
 Website: <https://www.depedncr.com.ph>

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**Enclosure No. 1: Schedule of Activities, Participants/ Resource Person/
Regional or Division Monitors/Other Personnel**

Date / Time/ Venue/	Activities	Participants/Resource Persons/ Regional or Division Monitors/ Other Personnel
<p>June 7, 2024</p> <p>MS Teams link:</p> <p>https://bit.ly/4bRRxY2</p> <p>9:00 AM – 12:00 PM</p> 	<p>Online Orientation on DepEd Order No. 5, s. 2024 - Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload</p>	<ul style="list-style-type: none"> • SDO <ul style="list-style-type: none"> ○ SGOD - 5 representatives ○ Administrative Unit – Personnel Section – 3 representatives ○ Finance Unit – 2 representatives • RO <ul style="list-style-type: none"> ○ Roger R. Morillos ○ Atty. Joylyn P. Dulnuan ○ Elsa P. Mariano ○ Jingle A. Lim ○ Herbert D. Vertucio ○ Richard T. Catain ○ RFTAT Team Leaders & Members ○ Other concerned personnel
<p>June 3 to July 31, 2024</p> <p><i>Exact date - to be announced upon the submission of SDO Implementation Plan</i></p> <p><i>(Hyflex Modality)</i></p> <p>8:00AM-5:00PM</p>	<p>Regionwide Monitoring on the SDO Implementation of DO No. 5, s. 2024</p>	<p>SDO</p> <ul style="list-style-type: none"> ○ Division Field Technical Assistance Team (DFTAT) – comprises of the following: <ul style="list-style-type: none"> • SGOD personnel • Administrative Unit- Personnel representatives • Finance Unit personnel • Other concerned personnel <p>RO</p> <ul style="list-style-type: none"> ○ Roger R. Morillos ○ Atty. Joylyn P. Dulnuan ○ Elsa P. Mariano ○ Jingle A. Lim ○ Herbert D. Vertucio ○ Richard T. Catain ○ RFTAT Team Leaders & Members ○ Other concerned personnel
<p>June to December, 2024</p> <p><i>Exact date - to be announced upon the</i></p>	<p>Quarterly Meeting with the SDO Personnel for the Updates on DO No. 5</p>	<p>SDO</p> <ul style="list-style-type: none"> ○ SGOD - 5 representatives ○ Administrative Unit – Personnel Section – 3 representatives



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<p>submission of SDO Implementation Plan</p> <p>(Hyflex Modality)</p> <p>8:00AM-5:00PM</p>		<ul style="list-style-type: none"> o Finance Unit – 2 representatives o Other concerned personnel <p>RO</p> <ul style="list-style-type: none"> o Roger R. Morillos o Atty. Joylyn P. Dulnuan o Elsa P. Mariano o Jingle A. Lim o Herbert D. Vertucio o Richard T. Catain o RFTAT Team Leaders & Members o Other concerned personnel
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EXECUTIVE / OVERSIGHT COMMITTEE & TECHNICAL WORKING GROUP

EXECUTIVE COMMITTEE

- Consultant : **JOCELYN DR ANDAYA**
Director IV
- Co-Consultant : **CRISTITO A. ECO**
Assistant Regional Director

OVERSIGHT COMMITTEE & TWG

- Chairperson : **ROGER R. MORALLOS**
Chief Education Supervisor, FTAD
- ATTY. JOYLYM P. DULNUAN**
Chief Administrative Officer, ASD
- Co-Chairperson : **JINGLE A. LIM**
Education Program Supervisor, FTAD
- ELSA P. MARIANO**
Administrative Officer V, ASD-Personnel Unit
- Members : **MARIA LAARNI CARLA C. PARANIS**
Education Program Supervisor, FTAD
- RICHARD T. CATAIN**
Education Program Supervisor, QAD
- HERBERT D. VERTUCIO**
Education Program Supervisor, PPRD

RFTAT TEAM LEADERS & MEMBERS



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MELODY N. JOLO
Administrative Aide VI, FTAD



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