



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

July 24, 2024

DIVISIONAL MEMORANDUM

No. 206, s. 2024

**REGIONAL MONITORING OF THE IMPLEMENTATION OF DEPED
ORDER NO. 5, S. 2024 (THE RATIONALIZATION OF TEACHERS'
WORKLOAD IN THE PUBLIC SCHOOLS AND PAYMENT OF
TEACHING OVERLOAD**

TO : OIC-Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
Division Office Personnel
This Division

1. Attached is Regional Memorandum No. 0509, s. 2024 re: Regional Monitoring of the Implementation of DepEd Order No. 5, s. 2024 (The Rationalization of Teachers' Workload in the Public Schools and Payment of Teaching Overload).
2. This endeavor aims to ensure compliance with DepEd Order No. 5, s. 2024, provide technical assistance to the field, capture challenges encountered, and make recommendations for policy improvement to the Central Office, as applicable.
3. Concerned personnel shall ensure compliance of the MOV's per attached monitoring tool.
4. For immediate dissemination and strict compliance.

NIMFA R. LAGO, PhD., CESO VI
Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent

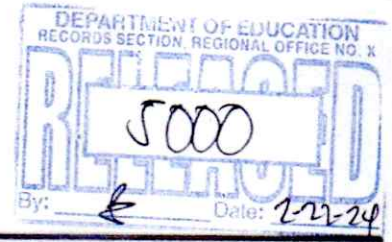


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REGION X - NORTHERN MINDANAO



July 15, 2024

REGIONAL MEMORANDUM
No. 0509, s. 2024

REGIONAL MONITORING OF THE IMPLEMENTATION
OF DEPED ORDER NO. 5, S. 2024 (THE RATIONALIZATION
OF TEACHERS' WORKLOAD IN PUBLIC SCHOOLS
AND PAYMENT OF TEACHING OVERLOAD)

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Regional/Divisional Field Technical Assistance Teams
Division Human Resource Management Officers
All Others Concerned

1. Following **Regional Memorandum No. 458, s. 2024** on the implementation of DepEd Order No. 5, s. 2024 (Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload), this Office will facilitate a monitoring of the Schools Division Offices (SDOs) and a sample of schools concerned on August 21-23.
2. The Lead Monitoring Team will be composed of the Chief of the Field Technical Assistance Division (FTAD), Administrative Officer V in charge of Personnel, and Chief of the Policy, Planning and Research Division (PPRD) or their authorized representative/s during the period.
3. This endeavor aims to ensure compliance with DepEd Order No. 5, s. 2024, provide technical assistance to the field, capture challenges encountered, and make recommendations for policy improvement to the Central Office (CO), as applicable. Attached are the monitoring tool containing the corresponding Means of Verifications (MOVs) and the schedule of onsite monitoring.
4. As such, a prework on the activity is scheduled on August 15 to be attended by the organized monitoring team per SDO.
5. Meals and snacks shall be served during the conduct of the prework charged to the RO Funds, subject to the usual accounting and auditing rules and regulations.
6. Further, a post conference upon completion of the task shall be conducted by the assigned regional monitoring team for feedback purposes and eventually secure an agreement with the top management on the ways forward for an efficient and effective implementation of the concerned policy.

7. Strictly observing the Equal Opportunity Policy (EOP) in all steps to be undertaken for this purpose, this Office will decide, and act based solely on the guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.

8. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director *after*

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subjects:

BENEFITS SALARY

RE: Implementation of DepEd Order No. 5, s. 2024

FTAD/

REGIONAL MONITORING OF THE IMPLEMENTATION
OF DEPED ORDER NO. 5, S. 2024 (THE RATIONALIZATION
OF TEACHERS' WORKLOAD IN PUBLIC SCHOOLS
AND PAYMENT OF TEACHING OVERLOAD)

Monitoring Tool

DIVISION OF _____

Date of the Conduct of Monitoring _____

Area of Concerns	Timeline	MOVs	Responsible Office/Person
Conduct of Orientation among the PSDSs, SHs, Teachers, and School Staff	First two weeks of July	<ul style="list-style-type: none"> • Division Memorandum on the conduct of the orientation • Attendance Sheets during the conduct of the orientation • Action Plan 	ASDS
Identification of Schools with Teacher Excess/Shortage and Teaching Overload Assignments	Second Week of August	<ul style="list-style-type: none"> • Teaching Resources Analysis • SFs 4 and 7 • List of Personnel with their current assignments • List of Schools with Teachers Excess/Shortage • General/Individual Class Program • List of Teachers with teaching overload assignments for monetary compensation or vacation service credits • List of Designation Orders for teachers with teaching-related assignment issued by the SH and approved by the SDS 	SGOD-PRS Personnel Section CID Personnel Section SGOD
Enrolment and Class Ratio	August 2	<ul style="list-style-type: none"> • SF 4 (Monthly Learner's Movement and Attendance) 	SGOD-PRS

Area of Concerns	Timeline	MOVs	Responsible Office/Person
Organization of Division Field Technical Assistance Team/Lead Technical Team	Updated	<ul style="list-style-type: none"> • Designation Order of the Lead Technical Team by the SDS • Duties and Responsibilities per team member 	ASDS
Status of Downloaded Funds	Quarterly	<ul style="list-style-type: none"> • SARO • Budget Utilization Report (If applicable) 	Budget Officer
Challenges Encountered in the Implementation	Subject to verification /discussion during the closing conference	<ul style="list-style-type: none"> • List of Arising Issues and Concerns • TA Plan on the encountered issues and concerns/TA Needs • Results of the implementation of the TA Plan • Risk Management Facility adopted 	ASDS DFTAT
Organized division-initiated activities/tasks to improve implementation	Subject to verification /discussion during the closing conference	<ul style="list-style-type: none"> • Adopted process flow/mechanism 	ASDS DFTAT
Recommendations	Subject to verification /discussion during the closing conference	<ul style="list-style-type: none"> • List of Recommendations to Higher Office for appreciation/appraisal • Proofs of Referrals 	ASDS DFTAT

FTAD/

Submitted by:

The Regional Monitoring Team:

Team Leader

Member

Member

In concurrence with:

Assistant Schools Division Superintendent

Noted by:

Schools Division Superintendent

REGIONAL MONITORING OF THE IMPLEMENTATION
OF DEPED ORDER NO. 5, S. 2024 (THE RATIONALIZATION
OF TEACHERS' WORKLOAD IN PUBLIC SCHOOLS
AND PAYMENT OF TEACHING OVERLOAD)

Regional Monitoring Assignment

Division	Assigned Monitoring Team
Bukidnon	TL: Chief Enerio Ebisa, HRDD Members: Dr. Marissa Manlapig, QAD Dr. Bambi Balandra, CLMD
Cagayan de Oro City	TL: Atty Shirley O. Chatto, ASD Members: Dr. Jess Muring, QAD Dr. William Agomana, CLMD
Camiguin	TL: Chief Roy Evangelista, QA Members: Dr. Armand Agustin, CLMD Mr. Mark John Gabule, HRDD
El Salvador	TL: Ms. Mary Ann Neri, Finance Division Members: Dr. Lorie Llagas, QAD Dr. Bienvenido Tagolimot, CLMD
Gingoog City	TL: Atty. Candice Zenia R. Razon, ESSD Members: Dr. Ramon Abrera, CLMD Dr. Analyn Salcedo, QAD
Iligan City	TL: Dr. Ana Belen Muring, PPRD Members: Dr. Carlos Llamas, CLMD Dr. Rebecca Postrano, HRDD
Lanao del Norte	TL: Ms. Anna Mae M. Dresser, ASD Members: Ms. Vivelyn Cabunoc, CLMD Ms. Keri Ailie Pasadoble, PPRD
Malaybalay City	TL: Chief A. Mansaladez, PPRD Members: Dr. John Franklin Dresser, CLMD Dr. Eusebio Aguanta, FTAD

Division	Assigned Monitoring Team
Misamis Occidental	TL: Dr. Nick Pañares, CLMD Members: Dr. Renel Jay Quirit, ORD Dr. Lita F. Base, FTAD
Misamis Oriental	TL: Edith L. Ortega, FTAD Members: Mr. Jick Lloyed Milloria, PPRD Dr. Ranie Livero Villamin, HRDD
Oroquieta City	TL: Chief Mala Epra Magnaong, CLMD Members: Mr. Dave Tan, HRDD Ms. Joy Azores, ASD
Ozamiz City	TL: Dr. Marivic Labitad, QAD Members: Dr. Marino Dal, CLMD Ms. Kristine Joy Lagusay, ASD
Tangub City	TL: Dr. Gina Labitad, HRDD Members: Dr. Marie Emerald Cabigas, CLMD Dr. Ricardo Dragon, JR., ESSD
Valencia City	TL: Mr. Jun Bayeta, Planning Officer Members: Mr. Arnel Genita, CLMD Dr. Reinante Noel N. Pelagio, QAD

Note: Dates maybe changed as deemed necessary.