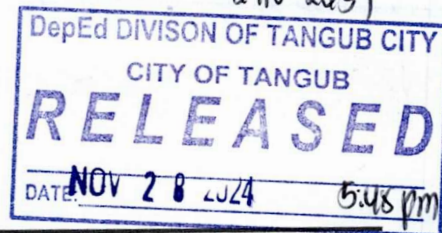




Republic of the Philippines
Department of Education
 Region X
SCHOOLS DIVISION OF TANGUB CITY



2410-2057

October 30, 2024

DIVISION MEMORANDUM

No. 984, s. 2024

**DISSEMINATION OF THE IMPLEMENTATION GUIDELINES FOR DEPED
 ORDER NO. 005, s. 2024**

(Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload)

To: Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Education Program Supervisors
 Public School District In-Charges
 Administrative Officer
 Elementary and Secondary School Heads
 Elementary and Secondary Teachers
 Section Heads
 All Others Concerned

1. Anchored on DepEd Memorandum No. 053, s. 2024, Implementation Guidelines for DepEd Order No. 005, s. 2024 titled Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload, this Office disseminates the Implementation Guidelines that aims to cultivate a more conducive work environment by streamlining the teachers' day-to-day tasks, setting their official working hours and providing guidelines for the payment of teaching overload.
2. This Memorandum is issued to provide the necessary implementation guidelines to ensure that concerned offices shall be able to adhere to the standards provided in the attached DepEd Order.
3. Attached herewith are the parameters which shall be observed in the distribution of Teaching Load, directing the school heads to ensure a fair and equitable distribution, while prioritizing the welfare of the teachers.
4. There shall be a formulation of an implementation team responsible for overseeing and monitoring the implementation of the policy. Their responsibilities include providing technical assistance to schools and regularly coordinating with the Central Office for feedback. At a minimum, the implementation team shall be composed of the following:

Schools Division Office

Head: Assistant Schools Division Superintendent
 Members: School Governance and Operations Division, Chief Curriculum
 Implementation Division, Chief Human Resource and
 Management Officer



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Effectivity	08.16.24	Page	Page 1 of 2



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5. This Memorandum shall take effect immediately upon its issuance.
6. Immediate dissemination of this Memorandum is desired.

SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
Schools Division Superintendent

Encl: As stated

Reference:

DepEd Memorandum No. 053, s.2024

To be indicated in the Perpetual Index
under the following subjects:

ASSIGNMENT
BENEFITS
PAYMENT
SERVICE
SUPERVISION
TEACHERS
TEACHING LOAD
WORK HOURS

SAU/EGD – DM Implementation Guidelines for DO 005, s. 2024
October 30, 2024