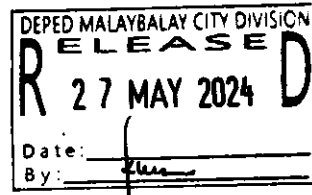




DM 2024-05-220



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DIVISION MEMORANDUMNo. 220, s. 2024

TO : Assistant Schools Division Superintendent
Chief Education Supervisors and Staff, CID
Concerned Public Secondary Schools/Integrated School Heads

FROM : 
CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

DATE : May 24, 2023

SUBJECT : ORIENTATION OF DEPED ORDER NO. 005, S. 2024 FOR
SECONDARY SCHOOL ADMINISTRATORS

1. In line with the DepEd MATATAG Agenda, this Office will hereby conduct an Orientation of DepEd Order No. 005, s. 2024 *re: Rationalization of Teacher's Workload in Public Schools and Payment of Teaching Overload*, to Secondary School Administrators on May 27, 2024 at the Bukidnon National High School LPT Hall.
2. Through the orientation, it is aimed that:
 - a. Ensure correct understanding of the provisions contained within DepEd Order No. 5, s. 2024;
 - b. Provide avenue for school heads to discuss strategies to implement the issuance in their respective schools.
3. Participants in the assembly are all secondary school heads, assistant principals, and school-in-charge. Registration, travel, and incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules.
4. Queries relative to this may be relayed to Ralph T. Quirog, Chief ES, CID.

TO BE POSTED IN THE WEBSITE*Enclosures: as stated*

Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
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Department of Education
REGION X - NORTHERN MINDANAO
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Enclosure 1 to Division Memorandum No. _____

MATRIX OF ACTIVITIES

IME	ACTIVITY	Persons-In-Charge
7:30-8:00	Registration	Secretariat Maitelle Israel
8:00-8:15	Preliminaries and Opening Program	Gretchen Catane
8:16 – 10:00	Session 1: Rationale, Scope, Definition of Terms and Policy Statement	Ralph T. Quirog Chief ES, CID
10:00-10:30	Morning Snack	
10:30-12:00	Session 2: Guidelines and Procedures (Streamlining Teaching workload)	Cherry Mae L. Limbaco-Reyes Schools Division Superintendent
12:00-1:00	Lunch	
1:00-3:00	Session 3: Administration of Compensation and Benefits, Tools and Procedures and Roles and Responsibilities	Cherry Mae L. Limbaco-Reyes Schools Division Superintendent
3:00-3:30	Afternoon Snacks	
3:30-4:00	Session 4: Monitoring and Evaluation, Clauses and Effectivity	Lorenzo O. Capacio Chief ES, SGOD
4:00-5:00	Closing Program	Rhea G. Rarogal



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