



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

Office of the Schools Division
Superintendent

December 16, 2024

DIVISION MEMORANDUM
No. 621, s. 2024

**CORRIGENDUM ON DIVISION MEMORANDUM NO. 594 s. 2024 re:
PROCESSING OF REQUESTS FOR THE MONETIZATION OF LEAVE CREDITS IN
FISCAL YEAR (FY) 2024**

To: Assistant School Division Superintendents
Heads of SDO Functional Divisions and Sections
Education Program Supervisors
Public Schools District Supervisors
School Heads
All Non-Teaching Personnel

1. In reference to DM No. 594 s. 2024, the office informs the changes in the personnel not eligible to file for monetization of leave credits. Specifically, section 2.c Certification from CID (for ALS and DALSC).
2. Section 3 of DepEd Order No. 64 s. 2011 states The **ALS Teacher**, better known as the **Mobile Teacher** (MT), is a DepEd **Teacher** as provided for by the Department of Budget and Management (DBM) and recognized by the Civil Service Commission (CSC). Therefore, the generic term **Teacher** shall apply to all Mobile Teachers. The **District ALS Coordinator** (DALSC) is also a DepEd Teacher assigned either part-time or fulltime to the ALS. Therefore, the generic term **Teacher** shall likewise apply to all District ALS Coordinators. Further Section 7 of the same DepEd order, As a Teacher who follows a flexible teaching schedule **without summer vacation** and different teaching hours to meet the learning needs of the ALS learners, the Mobile Teacher / DALSC is entitled to earn leave credits and avail of the privilege of monetization of leave credits.
3. Pursuant to DepEd Order No. 013, s. 2024 Revised Guidelines on the Grant of Vacation Service Credits for Teachers, all eligible DepEd Teachers were granted the 1-month uninterrupted vacation.
4. For information, guidance, and compliance.


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OIC - Schools Division Superintendent

sdobudget/jakr



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