



Republic of the Philippines
Department of Education
REGIONAL OFFICE - CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division
Superintendent

July 30, 2025

DIVISION MEMORANDUM

No. 500 s. 2025

ORIENTATION ON DEPED ORDER NO. 005, S. 2024 – RATIONALIZATION OF THE TEACHERS' WORKLOAD IN PUBLIC SCHOOLS AND PAYMENT OF TEACHING OVERLOAD

To: **Assistant Schools Division Superintendent**
Chief, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors/Acting PSDSS
Secondary School Heads and Secondary Teachers
All Others Concerned:

1. In line with the implementation of DepEd Order No. 005, s. 2024, titled "*Rationalization of the Teachers' Workload in Public Schools and Payment of Teaching Overload*", the Schools Division of Bohol will conduct an orientation to ensure proper understanding and compliance with the provisions of the said policy on August 11, 2025 from 8:aa a.m. to 5:00 p.m. Venue will be announced later.
2. This orientation aims to:
 - orient school and district officials on the key provisions of DepEd Order No. 005, s. 2024.
 - clarify the guidelines on the finalization of teachers' workload, including actual teaching hours and ancillary tasks.
 - discuss the procedures and conditions for the payment of teaching overload, in accordance with RA 4670.
 - promote effective implementation and monitoring of the policy at the school and district levels.
3. Participants to this activity are all the **Public Schools District Supervisors/Acting Public Schools District Supervisors, all district Administrative Officers, and one (1) principal per district.**
4. Travelling and other applicable expenses shall be charged to local funds/school MOOE subject to the usual accounting auditing rules and regulations.



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5. This will serve as your **TRAVEL ORDER**.
6. Wide dissemination of this memorandum is earnestly desired.


FAY C. LUAREZ EdD, PhD, TM, CESO VI
Schools Division Superintendent 