



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



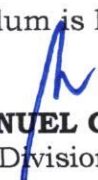
DIVISION MEMORANDUM

No. **10-334** s, 2025

To: Assistant Schools Division Superintendent
Functional Division Chiefs and Personnel (OSDS, CID, SGOD)
Elementary and Secondary School Heads
All concerned
This Division

REITERATION OF DM-OUHROD-2025-2949 RE: VACATION SERVICE CREDITS
FOR VOLUNTARY PARTICIPATION IN PROFESSIONAL DEVELOPMENT ACTIVITIES
DURING THE MIDTERM BREAK

1. This Office reiterates the provision of memorandum on the grant of **Vacation Service Credits for Voluntary participation in Professional Development activities during the midterm break.**
2. In view thereof, teaching personnel who will voluntarily participate in these activities are required to submit their **Letter of Intent** to the focal person before the conduct of activity.
3. Enclose in this memorandum is the copy of the said issuance.
4. For immediate dissemination of this Memorandum is hereby advised.


MANUEL O. CABERTE
Schools Division Superintendent

Encl: As stated

Reference: As stated

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

OSDS/momosay
10/24/25



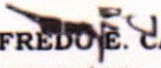
Address: Brgy. Osmeña, Dapa, Surigao del Norte, 8417
Contact No.: 09190040217
Website: sdosiargao.com
 siargao@deped.gov.ph  DepEd Siargao



Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-2949

TO : ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL SCHOOL HEADS

FROM :  **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

SUBJECT : VACATION SERVICE CREDITS FOR VOLUNTARY
PARTICIPATION IN PROFESSIONAL DEVELOPMENT
ACTIVITIES DURING THE MIDYEAR BREAK

DATE : October 23, 2025

In line with the declaration of the Midyear Break from October 27 to 30, 2025 as a Wellness Break for teachers, and in recognition of the commitment of teaching personnel to continuous professional growth and development, Vacation Service Credits (VSC) shall be granted to teachers who voluntarily participate in pre-procured and pre-planned professional development programs as well as other DepEd activities during the said period.

Teachers who attend these activities voluntarily shall be granted 1.5 days VSC per eight (8) hours of rendered services, inclusive of the maximum limitation under DepEd Order 13, s. 2024, provided that the activities are pre-approved activities conducted by the Central Office, Regional Office, or Schools Division Offices (SDO). These activities may include training or professional development, planning or policy workshops, output-based activities such as writeshops, and other such approved activities that teachers were requested to attend and which are aligned with the Department's strategic initiatives or professional development goals.

This aims to acknowledge the dedication of teachers who choose to engage in professional development during their break and ensures that their efforts are duly compensated. All concerned are enjoined to ensure proper documentation and



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

| | | | |
|----------------|-----------|------|--------|
| Doc. Ref. Code | DM-OUHROD | Rev | 00 |
| Effectivity | 03.23.23 | Page | 1 of 2 |



submission of attendance and activity reports to facilitate the granting and processing of VSCs.

For your guidance and compliance.