



Republic of the Philippines
Department of Education

REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



6 June 2024

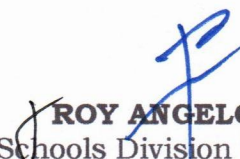
DIVISION MEMORANDUM

No. 415 s.2024

GUIDELINES ON THE MANDATORY 30-DAY VACATION OF TEACHERS

TO: Assistant Schools Division Superintendent
Public Schools District Supervisor
All Elementary and Secondary Public School Heads and Principal
This Division

1. Pursuant to DM-OUOPS-2024-02-01300 titled "GUIDELINES ON THE MANDATORY 30-DAY VACATION OF TEACHERS" it is hereby reiterated that NO voluntary or mandatory task or activities shall be assigned to teachers from June 1 to 30, 2024.
2. All teaching personnel SHALL NOT be required to report to their respective stations.
3. Any activities related to School Heads task, administrative works, and other school operations transacted by teaching personnel in the division office is prohibited and shall not be entertained.
4. All transactions during June 1 to 30, 2024 must be transacted or facilitated by the School Head or non-teaching personnel.
5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accord to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. For guidance and compliance.


ROY ANGELO E. GAZO
Schools Division Superintendent

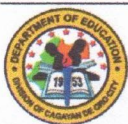
Encl.: As stated

Reference: DM-OUOPS-2024-02-01300

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

COMMUNICATION

RHL / DM – guidelines on the mandatory 30-day vacation of teachers
June 6, 2024



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