

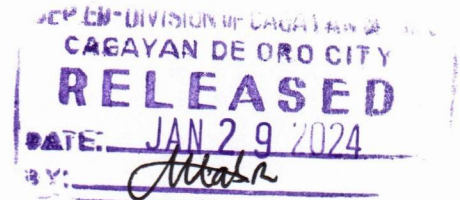


Republic of the Philippines
Department of Education

REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



29 January 2024

DIVISION MEMORANDUM

No. 57 s.2023

**IMMEDIATE REMOVAL OF ADMINISTRATIVE TASKS
OF PUBLIC SCHOOL TEACHERS**

TO: Public School District Supervisors
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. Pursuant to **DepEd Order no. 002, s.2024**, The Department of Education (DepED) believes that the core quality basic education is a vibrant and quality teaching workforce. Under the MATATAG Agenda, the Department is committed to enhancing the delivery of quality basic education while promoting teacher quality and teacher welfare. In this regard, the Department issues the enclosed guidelines on the **Immediate Removal of Administrative Tasks of Public-School Teachers**.
2. This DepED Order (DO) is guided by agency directions to remove the non-teaching tasks of teacher to give support to teachers to teach better. This is geared toward building a conducive environment for effective teaching and learning to thrive. Please see DO no. 002, s.2024 for details.
3. School Heads are advised to do necessary adjustments to ensure that no teacher perform administrative functions beginning the month of February 2024.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment regardless of age, gender and sexual orientation, disability, religion, and ethnicity.



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5. For guidance and compliance.

ROY ANGELO E. GAZO

Schools Division Superintendent

Encl.: As stated

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

immediate removal of administrative tasks of public-school teachers

APAR/ DM -psds,schoo heads, teaching and non-teaching
January 29, 2024



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