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**Republic of the Philippines**  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF PANABO CITY**

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0602

To: Assistant Schools Division Superintendent  
Chief Education Supervisor (SGOD)  
Chief Education Supervisor (CID)  
Public Schools District Supervisors  
Education Program Supervisors  
Selected Teachers  
All concerned personnel

Subject: **PARTICIPATION TO THE SPIMS REGION- WIDE SUMMIT**

Date: October 20, 2025

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Attached is Regional Memorandum HRDD – 2025- 254 re: Participation to the SPIMS Region – Wide on October 27-29,2025 at Sotogrande Hotel, Maa, Davao City, other details are found in the enclosures.

With this, the following personnel are hereby directed to attend the said activity, to wit:

NAME	OFFICE/SCHOOL/ DESIGNATION
1. EVELYN R. ANDRADA	TEACHER I
2. ESPERANZA S. SANTILLANA	TEACHER I
3. RUTH M. SOLIVA	TEACHER I
4. ANALOU A. TURTOR	TEACHER I
5. MARIBEL M . ERELLANA	TEACHER I
6. ELVIE JOY D. ENTERA	TEACHER I
7. HAZEL G. DONASCO	TEACHER I
8. GERALDINE G. ALEGADO	TEACHER I
9. ELENITA C. SUMABAL	TEACHER I
10. MARICEL M. DAIGDIGAN	TEACHER I
11. AILENE B. AÑONUEVO PhD	CHIEF ES- HRMPSB MEMBER
11. CHINDY F. BITOY	MT I - HRMPSB MEMBER

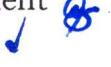
Teachers' participants in this activity must comply with the provisions of RM No. 025 s. 2023 otherwise known as Regional Policy Guidelines in the Substitution of Classes and Grant of Service Credits.



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

Meals, Board and lodging shall be chargeable against DMW Funds, while Transportation, per diem and other incidental expenses shall be chargeable against Local/School MOOE Funds, subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent 

Enclosed: As stated.  
SGOD/ABA/HRDS/KSD/LSS

RELEASED

OCT 21 2025

RECORDS SECTION 500 PANABO CITY  
BY 

*HRDD RECORDS*



120930

Republic of the Philippines  
Department of Education  
DAVAO REGION

October 8, 2025

REGIONAL MEMORANDUM  
HRDD-2025-254

PARTICIPATION TO THE SPIMS REGION-WIDE SUMMIT

To: Assistant Regional Director  
Schools Division Superintendents

1. This has reference to the letter of invitation from the Department of Migrant Workers dated September 17 and 23 2025, titled *Sa Pinas, Ikaw ang Ma'am at Sir* (SPIMS) Region-Wide Summit - A Decade of Empowerment: From Migrants to Educators, building a Global Legacy scheduled on October 27-29, 2025, at Sotogrande, Crocodile Park Avenue, Ma-a, Davao City.
2. The list of participants for the activity along with the assigned slots per Schools Division Offices are:

RO/SDO	Role
SDS Lorenzo E. Mendoza, CESO V	Resource Speaker
Chief ES Aris B. Juanillo, PhD	Resource Speaker
Glen L. Villonez, PhD	PMT/RS
Jeoffrey L. Bernabe, PhD	PMT/RS
Division	No. of Participants
Davao City	12
Davao Del Norte	12
Davao De Oro	12
Davao Del Sur	12
Davao Occidental	12
Davao Oriental	11
Digos City	12
IGACOS	11
Mati City	12
Panabo City	12
Tagum City	12

3. Submission of the list of participants per division is set on or before **October 17, 2025** through [hrddneapro11@gmail.com](mailto:hrddneapro11@gmail.com). Further details are explained in the enclosures.

4. DepEd Regional Office through NEAP has facilitated the approval of the SPIMS Region Wide Summit Program of topics and activities to PRC Continuing Professional Development (CPD) credit units for the benefits of the migrant Filipino workers and teachers from the sessions attended.



Republic of the Philippines  
Department of Education  
DAVAO REGION

5. Teachers' participation in this activity must comply with the provisions of RM No. 025, s. 2023 otherwise known as Regional Policy Guidelines in the Substitution of Classes and Grant of Service Credits.
6. The participant's board and lodging will be charged to DMW Funds, while transportation, per diem, and other incidental expenses will be charged to local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this memorandum is desired.

ALLAN G. FARNAZO  
Director IV

Encl.: As stated.  
ROH7/jb

DEPARTMENT OF EDUCATION RO:  
RECORDS SECTION  
**RELEASED**

By: \_\_\_\_\_  
Date: \_\_\_\_\_ Fmter: Oct. 18, 2016  
120930



Republic of the Philippines  
**Department of Migrant Workers**  
3rd Floor NCCC Mall, Km. 7 Tigatto Road, Barangay Buhangin, Davao City  
Website: dmw.gov.ph | Email: davao@dmw.gov.ph | Hotlines: (082) 282 9991 0931 029 8009



03 September 2025

**ALLAN G. FARNAZO, CESO IV**

Regional Director  
Department of Education  
Regional Office XI  
F. Torres St., Davao City

Dear Dir. Farnazo,

*RECEIVED  
By: 9/5/2025  
17 SEP 2025  
10:44*

*Mabuhay ug Madayaw!*

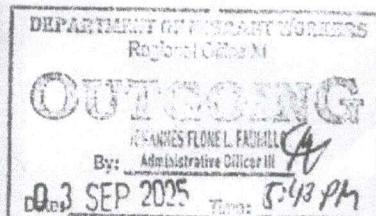
The Sa Pinas, Ikaw ang Ma'am at Sir (SPIMS) Program is one of the reintegration initiatives jointly implemented by the Department of Migrant Workers (DMW), and the Department of Education (DepEd). It provides licensed Overseas Filipino Worker (OFW) teachers with the opportunity to return, reintegrate, and serve as professional teachers in the Philippine education system. Over the years, the program has become a significant platform for empowering returning OFWs, strengthening the teaching profession, and contributing to national development.

In celebration of its 10th Year Anniversary, the DMW will be conducting a Region-wide SPIMS Summit tentatively on October 27–29, 2025 in Davao City (venue to be determined). This will be a three-day, two-night event that will gather program beneficiaries across Region XI for capacity building, knowledge sharing, and recognition of the continuing contributions of SPIMS educators.

In line with the above, and being our valued partner, we respectfully seek DepEd's assistance as an accredited Continuing Professional Development (CPD) provider, may we request your support by way of providing and facilitating the accreditation of CPD units for selected topics to be covered during the Summit which will be held on October 27–29, 2025. This is to ensure that participants, particularly teachers, will benefit from the sessions in terms of professional ranking, career advancement, and license renewal. We have also had an initial discussion with NEAP regarding this matter.

The proposed topics for CPD accreditation include:

- Artificial Intelligence and its Applications in Education
- Inclusive Education
- Educational Assessment Strategies
- Gender Equality and Social Inclusion





TAHANAN NG OFW

Republic of the Philippines  
**Department of Migrant Workers**  
3rd Floor NCCC Mall, Km. 7 Tigatto Road, Barangay Buhangin, Davao City  
Website: dmw.gov.ph | Email: davao@dmw.gov.ph | Hotlines: (082) 292 9991, 0931 029 8009



We are confident that these topics are timely and relevant to both the teaching profession and the educational system at large, contributing to the development of inclusive, future-ready educators.

We sincerely hope for your favorable consideration and support for this milestone event. Together, we can make the SPIMS 10th Anniversary Summit a meaningful and impactful celebration of service and reintegration.

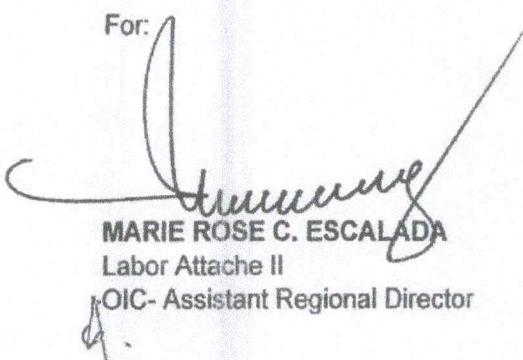
Should you have any clarifications regarding this matter, please do not hesitate to contact Ms. Jill Leanne M. Vilela, SPIMS Focal, at 09672476314.

Thank you.

Very yours truly,

**MARIA CAROLINA B. AGDAMAG**  
Regional Director

For:

  
MARIE ROSE C. ESCALADA  
Labor Attaché II  
OIC-Assistant Regional Director



TAHANAN NG OFW

# Republic of the Philippines

## Department of Migrant Workers

3<sup>rd</sup> Floor NCCC Mall, Km. 7 Tigatto Road, Barangay Buhangin, Davao City

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23 September 2025

**ALLAN G. FARNAZO, CESO IV**

Regional Director  
Department of Education  
Regional Office XI  
F. Torres St., Davao City

Dear Dir. Farnazo,

*Mabuhay ug Madayaw!*

This is in connection with our previous communications regarding the upcoming SPIMS Region-Wide Summit scheduled on October 27–29, 2025. As one of our valued partners in advancing educational and community development initiatives, we are honored to invite the Department of Education to take part in this significant event.

We would also like to invite you to deliver a message/speech highlighting the partnership, celebrating the milestones of SPIMS, and acknowledging the contributions and success stories of our beneficiaries. Your presence and insights would greatly inspire our participants and underscore the importance of collaboration in achieving our shared goals.

Based on our discussions with Dr. Bernabe, we would also like to invite the following distinguished DepEd officials as resource speakers for the plenary sessions:

1. **Mr. Lorenzo E. Mendoza, CESO V**, Schools Division Superintendent of Davao del Sur - *Topic 1: Artificial Intelligence and its Applications in Education*
2. **Mr. Jeoffrey L. Bernabe**, Senior Education Program Specialist, Department of Education XI - *Topic 2: Inclusive Education*
3. **Dr. Glenn L. Villonez, PhD**, Education Program Supervisor, Department of Education XI - *Topic 3: Educational Assessment Strategies*
4. **Mr. Aries B. Juanillo**, Senior Education Program Specialist, Department of Education XI - *Topic 4: Gender Equality and Social Inclusion*



TAHANAN NG OFW

Republic of the Philippines  
**Department of Migrant Workers**

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In addition, may we respectfully request the Department of Education to identify and endorse the SPIMS participants from your respective offices and school divisions who will take part in the summit. A total of 120 beneficiaries from across the Davao Region will be accommodated, ensuring the inclusion of appropriate representatives and beneficiaries who can maximize the learning and networking opportunities during the event.

We hope for your favorable response and look forward to your invaluable participation in this meaningful event. Should you have any clarifications regarding this matter, please do not hesitate to contact Ms. Jill Leanne M. Vilela, SPIMS Focal, at 09672476314.

Thank you.

Very yours truly,

*Jill Leanne M. Vilela*  
MARIA CAROLINA B. AGDAMAG  
Regional Director



Republic of the Philippines  
Department of Education  
DAVAO REGION

June 3, 2025

REGIONAL MEMORANDUM  
PPRD-2025-057

CORRIGENDUM TO REGIONAL MEMORANDUM NO. 025, S. 2023 KNOWN AS  
REGIONAL POLICY GUIDELINES IN THE SUBSTITUTION OF CLASSES  
AND GRANT OF SERVICE CREDITS

To: Schools Division Superintendents

1. In reference to Regional Memorandum No. 025, s. 2023, specifically Item No. 16 of Enclosure No. 1, the following correction is hereby issued to align with DepEd Order No. 13, s. 2024 titled *Revised Guidelines on the Grant of Vacation Service Credit for Teachers*.

**Corrected Provision:**

16. The number of days of Vacation Service Credit granted to teachers in a year, exclusive of the number of days of converted teaching overload due to insufficiency of funds, shall be based on the following:
  - a. Incumbent with one (1) or more years of service shall be entitled **to not more than thirty (30) days** of Vacation Service Credits for one calendar year.
  - b. New hires for the current year with appointments issued less than four months after the first day of classes shall likewise be entitled **to not more than thirty (30) days** of Vacation Service Credits for one calendar year.
  - c. New hires with late appointments for the current year shall be entitled **to not more than forty-five (45) days** of Vacation Service Credits for one calendar year. Late Appointments are appointments issued four (4) months after the first day of classes.

2. For further inquiries and clarifications on this matter, contact Cherry Ann D. Into, Education Program Supervisor of Policy Planning and Research Division, at (082) 224-0750.

3. Immediate dissemination of this Memorandum is highly desired.

DEPARTMENT OF EDUCATION RDA  
RECORDS SECTION  
**RELEASED**

Stated<sup>11</sup>

June 11, 2025  
120072

ALLAN G. FARNAZO  
Director IV

Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@deped.gov.ph  
Website: www.depedroxi.ph





Republic of the Philippines  
Department of Education

SEP 18 2024

DepEd ORDER  
No. 013, s. 2024

**REVISED GUIDELINES ON THE GRANT OF VACATION SERVICE  
CREDITS FOR TEACHERS**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **Revised Guidelines on the Grant of Vacation Service Credits for Teachers** pursuant to Republic Act No. 4670 dated June 18, 1966, or the Magna Carta for Public School Teachers, Letter of Instructions No. 1509<sup>1</sup> dated January 6, 1986, issued by former President Ferdinand E. Marcos, Sr., and the Civil Service Commission Memorandum Circular No. 41, s. 1998 or the Omnibus Rules on Leave.
2. The mechanisms, procedures, and standards stipulated herein shall guide all DepEd offices and schools, including the heads of offices, human resource management officers, and teachers on the implementation and administration of vacation service credits for public school teachers.
3. This Order shall take effect 15 days upon its approval and after publication on the DepEd website and registration with the Office of the National Administrative Register (ONAR) at the University of the Philippines Law Center (UP LC), UP Diliman, Quezon City. It shall remain in force until and unless otherwise repealed, rescinded, or modified accordingly.
4. DepEd Order (DO) No. 53, s. 2003<sup>2</sup> and its addendum, DO 84, s. 2003<sup>3</sup>, other DOs, instructions, rules and regulations, and other related issuances or parts that are inconsistent with this Order and its provisions are repealed, rescinded, or modified accordingly.
5. For any clarifications or inquiries, please contact the **Bureau of Human Resource and Organizational Development-Personnel Division**, Ground Floor Alonzo Building, Department of Education, DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bhrod.pd@deped.gov.ph](mailto:bhrod.pd@deped.gov.ph) or telephone numbers (02) 8633-9345 or 8636-6546.

<sup>1</sup> a Special Program of Leave Credit Computation for School Teachers on Vacation Leave Credit Guidelines on Grant of Vacation Service Credits to Teachers  
<sup>2</sup> a to DepEd Order No. 53, s. 2003 (Updated Guidelines on Grant of Vacation Service Credits to Teachers)

6. Immediate dissemination of and strict compliance with this Order is directed.



SONNY ANGARA  
Secretary

Encl.:

As stated

References:

DepEd Order (Nos. 84 and 53, s. 2003)

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

CHANGE  
GRANT  
POLICY  
SERVICE  
TEACHERS

JDMC,APA,MPC. DO Revised Guidelines on the Grant of Vacation Service Credits for Teachers  
03.08 – September 9, 2024

Records



23-25282

Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**Office of the Regional Director**

October 26, 2023

REGIONAL MEMORANDUM  
No.025, s. 2023

**REGIONAL POLICY GUIDELINES IN THE SUBSTITUTION OF CLASSES  
AND GRANT OF SERVICE CREDITS**

To: Schools Division Superintendents  
Regional Functional Divisions Chiefs  
All Others Concerned

1. As provided in DepEd Order Number 9, s. 2005, this Office reiterates strict adherence to No Disruption of Classes to increase engaged time-on-task. This is to ensure that school days are devoted to instructionally-relevant activities that support learners in attaining the learning standards.
2. As part of the regions' commitment articulated in the MATATAG Agenda which states, "Make the curriculum relevant to produce job-ready, active, and responsible citizens", this guideline aimed to meet the required time allotment for the different subjects in every school day by maximizing the use of the time allotment for every subject, thus ensure that No Classes are Left Behind. This is in support to No Child Left Behind Policy Act of 2010 that helps to ensure that all children receive a high-quality education and holds schools responsible for making sure that all children are learning.
3. This regional policy guidelines in the substitution of classes and grant of service credits outlines a contextualized intervention scheme to strengthen time on task and minimize disruption of classes. Thus, possible absences of teachers during class days for any reason shall be carefully considered in planning the substitution of classes by the Schools Division Superintendents, Public Schools District Supervisors and School Heads.
4. in support to paragraph 1.g.a of DepEd Order No. 53, s. 2003 or known as Updated guidelines on the Grant of Vacation Service Credits, this regional policy guidelines will set and clearly define the requirements in the services rendered to acquire the accumulated service credits for the substitute teachers.
5. Education leaders across levels of governance are reminded of working hours and workload of teachers consistent with the Magna Carta, the Civil Service Commission (CSC), through Resolution No. 080096, to fully utilize the six (6) hours actual classroom teaching.
6. Recognizing the critical role of Schools Division Superintendents, PSDSs and School Heads this regional policy guidelines has two-fold purpose: No disruption of Classes and No classes are left behind.



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



Republic of the Philippines  
Department of Education  
DAVAO REGION

**Office of the Regional Director**

7. The preparations for the opening of School Year 2023-2024 and school years onward, Schools Division Offices, and Public Elementary, Junior High and Senior High Schools are enjoined to implement this regional policy and shall take effect immediately upon approval and shall remain in force until repealed, amended, or rescinded.

8. Any part of provisions stated in this guideline which may be held invalid or declared unconstitutional shall not affect the effectivity and efficiency of operation and implementation of the remaining parts or provisions hereof.

9. Other important details are in the enclosure.

10. Immediate dissemination and strict compliance with this Memorandum is directed.

ALLAN G. BARNAZO  
Director *[Signature]*

Enclosure: As Stated

ROP2/cadi

DEPARTMENT OF EDUCATION  
Region XI  
Davao Region  
RECEIVED  
BY: *[Signature]*  
NOV. 07, 2023  
2023  
2023

References:

DepEd Order No. 53, s. 2003  
DepEd Order No. 9, s. 2005  
DBM and CSC Joint Circular 2, s. 2004  
No Filipino Child Left Behind Act of 2010  
DepEd Order No. 4, s. 2014  
DepEd Order No. 31, s. 2012  
DepEd Order No. 34, s. 2022  
Dep Ed Memorandum DM-OUHROD - 2023 - 1116  
RA 4670 The Magna Carta for Public School Teachers

*[Signature]* NOV. 07, 2023  
2023

**To be indicated in the Perpetual index**

Under the following subjects:

BASIC EDUCATION  
CLASSES  
POLICY  
CURRICULUM

MONITORING AND EVALUATION  
SCHOOLS  
TEACHERS



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