



105103173

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

---

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0618

To : Assistant Schools Division Superintendent  
Chief of the Schools Governance and Operations Division  
Chief of the Curriculum and Implementation Division  
School Heads of Public Elementary and Secondary Schools

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

Date: October 24, 2025

---

This has reference to Memorandum DM-OUHROD-2025-2949 re: **Vacation Service Credits for Voluntary Participation in Professional Development Activities during the Midyear Break.**

With this, Vacation Service Credits shall be granted to teachers who will attend the Training of Trainers Course on Community-Based Drug Rehabilitation Program General Intervention on Health and Well-Being Awareness (GINHAWA) for Low Risks PWUDS and Katatagan, Kalusugan at Damayan sa Komunidad for Moderate Risk PWUDS as prescribed Program of DOH for Persons Who Used Drugs on October 27-30, 2025 at Cris Inn Hotel, Apokon Road, Tagum City, Davao Del Norte, to wit:

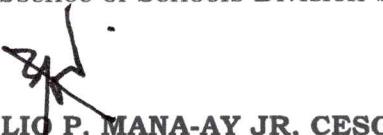
Name	Designation	School/Office
1. Jonathan Ivan V. Gabriento	Teacher - II / Designated Guidance Advocate	Manay National High School
2. Belen Reyno Tinasas	Teacher III	Southern Davao National High School
3. Venice Kate C. Pacete	Teacher I	Cagangohan National High School
4. Aiza V. Sabatin	Teacher I	Mabunao National High School
5. Jekie P. Cañas	Teacher III	Panabo City National High School

6. Alfredo III A. Madria	Teacher I	San Vicente National High School
--------------------------	-----------	----------------------------------

Teachers who attend this training 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.

For your information and compliance.

For and in the absence of Schools Division Superintendent

  
**BASILIO P. MANA-AY JR, CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge 

**RELEASE**

**OCT 24 2025**

RECORDS SECTION-SDO PANABO CITY  
 BY \_\_\_\_\_

SGOD/ABA/cjms



Schools Division Office of Panabo City  
 City Hall Compound, Km 31, Panabo City  
 Telephone No: (084) 823-1469  
 Email: panabocity.division@deped.gov.ph

**DepEd Panabo:**  
**Empowering Champions in Education**   
 through Journeying, Blending and Fostering commitment in  
 providing quality education. MATATAQ for all.

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