



Republika ng Pilipinas

Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

June 5, 2025

DIVISION MEMORANDUM
No. 501 s. 2025

**ADDENDUM TO DIVISION MEMORANDUM NO. 499 S. 2025 "TITLED
ORIENTATION-WORKSHOP ON THE PREPARATION OF PUBLIC SCHOOL
TEACHERS' PROPORTIONAL VACATION PAY (PVP)
FOR SCHOOL YEAR (SY) 2024-2025"**

TO: Public Schools District Supervisors/In Charge of the Districts
Elementary and Secondary School Heads
Administrative Officers IV

1. Relative to Division Memorandum No. 499, s. 2025, titled "Orientation-Workshop on the Preparation of PVP for SY 2024-2025," please be informed that Administrative Officers IV/AO-Designate of Implementing Units are also required to attend the said activity. The orientation-workshop will be held at the SDO-Terrace on June 11, 2025, from 8:00 AM to 5:00 PM.
2. They are advised to bring the following:
 - a. List of teachers with LWOP from July 29, 2024 to April 15, 2025
 - b. List of newly hired and retired teachers (SY 2024-2025)
3. For guidance and strict compliance.

By Authority of the OIC-Schools Division Superintendent:

DELFIN A. BONDAD

Public Schools District Supervisor
OIC, Assistant Schools Division Superintendent



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