



Republic of the Philippines
Department of Education
Region V – Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

MEMORANDUM

TO: Public Elementary and Secondary School Heads
Teachers of Public Elementary and Secondary School Heads
Non-Teaching Personnel of Public Elementary and Secondary Schools
All Others Concerned

FROM: **CECILE C. FERRO CESO VI**
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT: **GRANT OF FREE DAY FOR THE NATIONAL TEACHER'S MONTH CELEBRATION**

DATE: October 2, 2024

1. In connection with the celebration of the 2024 National Teacher's Month, all school heads and teaching personnel in SDO Catanduanes will be given a **free day on October 4, 2024 (Friday)** which may be spent for self-care activities.
2. To ensure that learning time will not be hampered, teachers are requested to prepare a well-planned modular instruction for their pupils/students and submit their work plan to their respective Department/School Heads for checking and recording. The same is expected of teachers in schools with approved School/District Teacher's Day celebration on October 3, 2024.
3. The Non-Teaching Personnel of the school may be on "Work-From-Home" on the same day unless there is a need for them to report in the school in exigency of service. The School Head is given the authority to decide on this matter.
All Administrative Officer II in elementary schools, however, are requested to come to the Schools Division Office for a special meeting with the OIC-SDS at 9 o'clock in the morning of the same day.
4. This free day is provided as a non-monetary incentive to all teachers in appreciation of their dedicated commitment to the teaching profession.
5. Dissemination of this memorandum to all concerned is desired.



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