



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



DEPED QUEZON
RECORDS SECTION

UPLOADED

Date/Time: 06.05.26/04:33pm

By: Michelle De Mesa

Ref. No.: DM 0521, s. 26

05 June 2026

DIVISION MEMORANDUM

No. 0521, s. 2026

ONLINE ORIENTATION ON TEACHERS' WORKLOADS

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with the Department of Education's commitment to ensuring the effective implementation of policies and guidelines on teachers' workloads, as stipulated in DepEd Order No. 002, s. 2024, *Immediate Removal of Administrative Tasks of Public School Teachers*; DepEd Order No. 005, s. 2024, *Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload*; and DepEd Memorandum No. 053, s. 2024, *Implementation Guidelines for DepEd Order No. 005, s. 2024 (Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload)*, this Office announces the conduct of the **Online Orientation on Teachers' Workloads** on **June 11, 2026**, to be held via an online platform.
2. The activity aims to:
 - a. orient school heads on the existing policies and guidelines governing teachers' workloads;
 - b. clarify issues and concerns related to the assignment of teaching and non-teaching tasks;
 - c. ensure compliance with DepEd standards and regulations on teachers' workloads distribution; and
 - d. promote efficient school management and support for teacher welfare.
3. The schedule of participation shall be as follows:



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |

(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Session and Time	Participants	Zoom Link
Morning Session 9:00 A.M. – 12:00 Noon	Public Schools District Supervisors, Public Elementary and Secondary School Heads of Congressional Districts 1 and 3	Meeting ID: 883 9556 1199 Passcode: 123456
Afternoon Session 1:00 P.M. – 4:00 P.M.	Public Schools District Supervisors, Public Elementary and Secondary School Heads of Congressional Districts 2 and 4	Meeting ID: 863 8543 2024 Passcode: 123456

- All concerned Public Schools District Supervisors and school heads are enjoined to attend the orientation and ensure uninterrupted participation throughout the session. Participants are advised to:
 - secure a stable and strong internet connection throughout the activity;
 - use a functional device with audio and video capabilities;
 - log in at least fifteen (15) minutes before the start of the session; and
 - prepare questions or concerns related to teachers' workload assignments for clarification during the orientation.
- Expenses relative to internet connectivity and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
- Immediate dissemination of and compliance with this Memorandum are desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

sgodjcm/06/05/2026