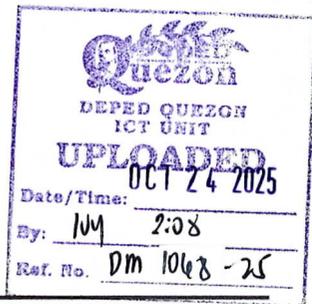




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



23 October 2025

**DIVISION MEMORANDUM**  
 DM No. 1068, s. 2025

**ADDENDUM TO DIVISION MEMORANDUM 1036 S. 2025 - DIVISION INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)**

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

- In reference to the **Division Memorandum No. 1036 s. 2025** titled “**Division Induction Program for Beginning Teachers (IPBT)**” to be conducted on October 28-29, 2025, this Office announces that the venue of the mentioned activity shall be at M.I. Sevilla Resort, Brgy. Domoit, Lucena City and the additional PMT members to the said activity.

Name	Position
Mark Nicko F. Quindoza	ADAS III
Jayson Magnaye	Head Teacher
Ali Telada	Principal

- Please be informed that the activity falls within the scheduled *Wellness Break*, and therefore, participation is strictly voluntary. Teachers who wish to attend are encouraged to do so as part of their professional development to lifelong learning. Attached is the Memorandum from the Central Office for your reference.
- Those who will join the training are advised to register through <https://forms.office.com/r/gvRT2vG2KH> on or before October 26, 2025 and letter of voluntary participation shall be submitted to the PMT during the training. Attendance will not affect your wellness break entitlements, and no teacher shall be required/penalized for choosing not to participate.
- All other items in the memorandum shall remain in effect.

DEPEDQUEZON-TM-SDS-04-009-003



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5. Immediate dissemination of this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent



sgodhrd10/23/2025

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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



submission of attendance and activity reports to facilitate the granting and processing of VSCs.

For your guidance and compliance.

*Copy furnished:*

**OFFICE OF THE SECRETARY**  
osec@deped.gov.ph