



Republic of the Philippines
Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

DM-249-A-176
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: JUN 04 2019 5:18
BY:

DIVISION MEMORANDUM

No. 176, s. 2019

To: **Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
All Others Concerned**

From:  **REBONFAMIL R. BAGUIO**
Schools Division Superintendent
04 JUN 19

Date: **June 4, 2019**

Re: **Meeting on the Preparation of Teacher's Proportional Vacation Pay
(PVP) Payroll for SY 2018-2019**

1. Pursuant to DepED Memorandum No. 067, s. 2019 re: **Computation of Public School Teacher's Proportional Vacation Pay for School Year 2018-2019**, there will be an Orientation on the preparation of the PVP Report on June 6, 2019, 9:00 AM at the Division Multipurpose Hall.
2. Participants to the Orientation are Administrative Assistant II and Administrative Assistant III assigned in their respective schools. They are advised to bring laptop, extension wire and food provisions.
3. Queries relative to this can be relayed to Cheryl Jane C. Peñalosa, Administrative Assistant III of the Personnel Unit at 09551672926.

Copy furnished:
Records Unit
Personnel Unit

To be published in the Division Website



Republic of the Philippines
Department of Education

31 MAY 2019

DepEd MEMORANDUM
 No. **067**, s. 2019

**COMPUTATION OF PUBLIC SCHOOL TEACHERS' PROPORTIONAL
 VACATION PAY FOR SCHOOL YEAR 2018-2019**

To: Undersecretaries
 Assistant Secretaries
 Bureau and Service Directors
 Regional Directors
 Schools Division Superintendents
 Public Elementary and Secondary School Heads
 All Others Concerned

1. This is to provide the uniform basis for the **Computation of the Proportional Vacation Pay (PVP) for School Year (SY) 2018-2019** for all public elementary and secondary school teachers under the teacher's leave basis.

2. For SY 2018-2019, each of the teachers who has rendered continuous service from June 4, 2018 to April 5, 2019 shall be entitled to **77 days total of PVP** from Summer and Christmas vacation days, computed as follows:

Total Number of days served	
from June 4, 2018 to April 5, 2019	306 days
Less: Number of Christmas vacation days earned	
from December 15, 2018 to January 2, 2019	<u>19 days</u>
Actual days served	287 days
Multiply factor	<u>0.268</u>
Total PVP earned from the number of Summer and Christmas vacation days	77 days
Less: Number of Christmas vacation days	<u>19 days</u>
Number of Summer vacation days earned	
from April 6 to June 2, 2019	58 days

3. The factor **0.268** shall be used for the computation of absences and PVP for SY 2017-2018. Below is the **derivation of factor 0.268**.

Number of Summer vacation days	58 days
Add: Number of Christmas vacation days	<u>19 days</u>
Total PVP (Summer and Christmas vacation days)	77 days
Divided by actual days served	287 days
Multiply factor	0.268

4. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
 Secretary

Reference:

DepEd Memorandum No. 108, s. 2018

**To be indicated in the Perpetual Index
under the following subjects:**

**LEAVE
RULES AND REGULATIONS
SCHOOLS
SERVICE
TEACHERS**

**MCR, DM Computation of Public School Teachers' PVP SY 2018-2019
0265/April 10, 2019**