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Republic of the Philippines
Department of Education
Region VII – Central Visayas
Schools Division of CEBU PROVINCE

**Office of the Schools Division
Superintendent**

July 26, 2021

DIVISION MEMORANDUM
No. 263, s. 2021

**PUBLIC SCHOOL TEACHERS' PROPORTIONAL VACATION PAY COMPUTATION FOR
SCHOOL YEAR 2020-2021**

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
Elementary and Secondary School Heads
District/School Bookkeepers
All Others Concerned

1. This office hereby informs the field for the computation of PVP for SY 2020-2021 per DepEd Memorandum No. 044 s 2021.
2. All concerned are required to follow the calculation provided in the said DepEd Memorandum.
3. Schools with teaching personnel (Newly Hired and Provisional) who are not yet integrated in the Payroll Services Unit are required to submit the PVP Report and Summary of Absences with supporting documents to the Division Accounting Office on or before August 13, 2021 for the processing of July 1-31, 2021 and August 1-22, 2021 salary depending on the equivalent PVP days.
4. Immediate dissemination of and compliance with this Memorandum is directed.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent



Address: IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 255-6405
Email Address: cebu.province@deped.gov.ph
Website: www.cebuprovince.deped.gov.ph



Republic of the Philippines
Department of Education

21 JUL 2021

DepEd MEMORANDUM
No. 044, s. 2021

**INTERIM GUIDELINES ON THE COMPUTATION OF PUBLIC SCHOOL TEACHERS'
PROPORTIONAL VACATION PAY FOR SCHOOL YEAR 2020-2021**

To: Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. Pending the official issuance of the school calendar for School Year (SY) 2021-2022, this is to provide the field offices the interim guidelines on the **Computation of the Proportional Vacation Pay (PVP) for SY 2020-2021** for all public elementary and secondary school teachers, which is in pursuance to Civil Service Commission Memorandum Circular (CSC MC) No. 40, s. 1998 as amended by CSC MC No. 9, s. 2012.

2. For SY 2020-2021, each of the teachers who rendered continuous service from June 1, 2020 to July 10, 2021, shall be entitled to **59 days total of PVP** from school break and Christmas vacation days, computed as follows:

Total Number of days served	= 405 days
from June 1, 2020 to July 10, 2021	
Less: Number of Christmas vacation days earned	= <u>-16 days</u>
from December 19, 2020 to January 3, 2021	
Actual days served	= 389 days
Multiply factor	<u>x 0.152</u>
Total PVP earned from the number of School Break	= 59 days
and Christmas vacation days	
Less: Number of Christmas vacation days	= <u>-16 days</u>
Number of School Break vacation days earned	= 43 days
from July 11 to August 22, 2021	

3. Factor **0.152** shall be used for the computation of absences and PVP for SY 2020-2021. Below is the computation of the **derivation factor of 0.152**.

Number of Summer vacation days	= 43 days
Add: Number of Christmas vacation days	= <u>+16 days</u>
Total PVP	59 days
(Summer and Christmas vacation days)	
Divided by actual days served	= 389 days
Multiply factor	= 0.152

4. Per DepEd Order (DO) No. 007, s. 2020 titled, *School Calendar and Activities for School Year 2020-2021*, teachers were directed to officially report to work starting June 1, 2020. Considering this, the reckoning period on the computation of the total number of days served shall commence on the said date until July 10, 2021, as prescribed under DO 12, s. 2021 titled, *Amendment to DepEd Order No. 030, s. 2020 (Amendment to DepEd Order No. 007, s. 2020, School Calendar and Activities for School Year 2020-2021)*.

5. In the interim, the computation of the number of School Break vacation days is based on the earliest date of SY 2021-2022 school opening as proposed by the Department of Education to the President. **Necessary adjustments on teachers' remuneration shall be accordingly made in the event that the proposed opening of classes is declared on an earlier or later date.**

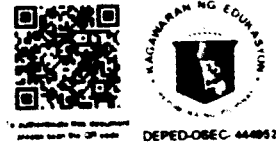
6. This Memorandum is issued without prejudice to other benefits and other privileges that may be afforded to public school teachers during the period of the COVID-19 Pandemic, as may be allowed by law.

7. Immediate dissemination of and strict compliance with this Memorandum is desired.


DEONOF MAGTOLIS BRIONES
Secretary

References:

DepEd Order (Nos. 007, s. 2020 and 12, s. 2021)



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

CALENDAR, SCHOOL
CLASSES
OFFICIALS
POLICY

RULES AND REGULATIONS
SCHOOLS
SERVICE
TEACHERS

JDMC/APA/MPC DM Interim Guidelines on the Computation of Public School Teachers' PVP for SY 2020-2021
0183 - July 7, 2021