



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

**Office of the Schools Division
Superintendent**

August 16, 2021

DIVISION MEMORANDUM
No. 312, s. 2021

**AMENDMENT ON THE COMPUTATION OF PUBLIC SCHOOL TEACHERS'
PROPORTIONAL VACATION PAY FOR SY 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 of the amended computation of PVP for SY 2020-2021 per DepEd Memorandum No. 056 s 2021.
2. All concerned are required to follow the amended calculation provided in the said DepEd Memorandum.
3. Moreover, all Division Paid Teaching Personnel who already submitted their documents for PVP claim are further required to submit a Revised PVP Report and Summary of Absences along with the other supporting documents for the processing of the remaining amended days which is August 23, 2021 to September 12, 2021.
4. Immediate dissemination of and compliance with this Memorandum is directed.


MARILYN S. ANDALES EdD, CESQ V
Schools Division Superintendent



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Republic of the Philippines
Department of Education

16 AUG 2021

DepEd MEMORANDUM
No. **056**, s. 2021

**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. With regard to the opening date of School Year (SY) 2021-2022 on September 13, 2021, as approved by President Rodrigo Roa Duterte, this is to provide the field offices the guidelines on the **Computation of the Proportional Vacation Pay (PVP) for School Year (SY) 2020-2021** for all public elementary and secondary school teachers, which is in pursuance to Civil Service Commission Memorandum Circular (CSC MC) No. 41, s. 1998 as amended by CSC MC No. 9, s. 2012. In the computation of the PVP, vacation service credits may be used to offset absences of a teacher due to illness as prescribed under DepEd Order (DO) No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*, or to offset proportional deduction in vacation salary due to absence for personal reasons or late appointment under Rule 1 (11) of MC NO. 41, s. 1998.

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 **80 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 0.206</u>
Total PVP earned from the number of School Break and Christmas vacation days	= 80 days
Less: Number of Christmas vacation days	= <u>-16 days</u>
Number of School Break vacation days earned	= 64 days
from July 11 to September 12, 2021	

3. Factor **0.206** shall be used for the computation of absences and PVP for SY 2020-2021. Below is the computation of the **derivation factor of 0.206**.

Number of Summer vacation days	= 64 days
Add: Number of Christmas vacation days	= <u>+16 days</u>
Total PVP (Summer and Christmas vacation days)	80 days
Divided by actual days served	= 389 days
Multiply factor	= 0.206

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

6. Accordingly, DepEd Memorandum No. 044, s. 2021 dated July 21, 2021, prescribing the *Interim Guidelines on the Computation of Public School Teachers' Proportional Vacation Pay for School Year 2020-2021* is expressly repealed or amended.

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


LEONOR MAGTOLIS BRIONES
Secretary 

References:

DepEd Order: (Nos. 007, s. 2020 and 012, s. 2021)

DepEd Memorandum No.: (044, s. 2021)



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