



REGIONAL MEMORANDUM  
No. **000050**, s. 2024

11 Jan 2024

**DISSEMINATION OF THE MEMORANDUM OUA-OUT-121423-P3-1  
ON THE REMINDER TO REFRAIN FROM REQUIRING  
UNNECESSARY TASKS FROM THE TEACHERS**

To : Assistant Regional Director  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
Chiefs of Functional Divisions  
Public Schools District Supervisors  
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of the Memorandum DM-OUA-OUT-121423-P3-1 dated January 4, 2024, titled "Reminder to Refrain from Requiring Unnecessary Tasks from Teachers."
2. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**GILBERT T. SADSAD**  
Regional Director

Encl.: As stated

Ref.: DepEd Memorandum DM-OUA-OUT-121423-P3-1 dated January 4, 2024

To be indicated in the Perpetual Index  
under the following subjects  
ACTIVITIES  
PROGRAM  
PROJECT  
TASK  
TEACHER

PPED/mec  
01/11/2024



Regional Center Site, Rawla, Legazpi City 4500  
0969 516 9555  
region5@depd.gov.ph



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V  
**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

January 17, 2024

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

For information and strict compliance.



**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

DM 31, s. 2019 Rider Rev. 01

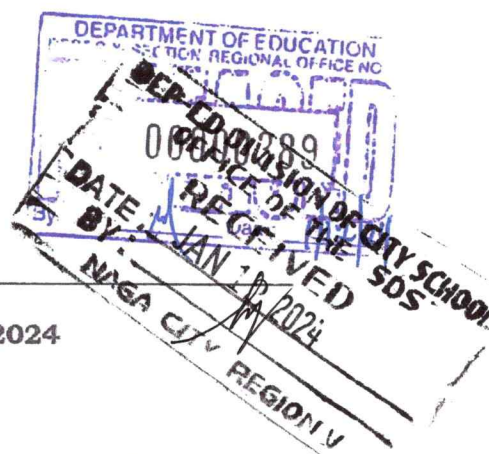


☐ Roxas Avenue, Brgy. Triangulo, Naga City, Camarines Sur  
0981 630 0070  
naga.city@depd.gov.ph





Republic of the Philippines  
Department of Education  
REGION V - BICOL



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23122109  
18 JAN 2024

PPRD/msc  
01/11/2024



Regional Center Site, Rawis, Legazpi City 4500

0969 516 9555

region5@depd.gov.ph



Republic of the Philippines  
Department of Education

OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

OUA-OUT-121423-P3-1

MEMORANDUM

TO : REGIONAL DIRECTORS

ATTENTION : CHIEFS OF THE POLICY, PLANNING, AND RESEARCH DIVISION  
CHIEFS OF THE QUALITY ASSURANCE DIVISION

FROM : NOLASCO A. MEMPIN  
Undersecretary for Administration

REVSEE A. ESCOBEDO  
Undersecretary for Operations

SUBJECT : REMINDER TO REFRAIN FROM REQUIRING UNNECESSARY  
TASKS FROM THE TEACHERS

DATE : 04 JANUARY 2024

This has reference to the report forwarded to the Central Office on **26 November 2023** that some teachers were made to prepare or fill out templates for the assessment of Programs, Projects, and Activities (PPAs) which are supposedly done only at the Regional or Schools Division Offices' level.

To reiterate, the Department of Education (DepEd) had previously issued various policies acknowledging the varied duties and responsibilities that a public school teacher fulfills consistent with Republic Act (RA) 4670, otherwise known as the Magna Carta for Public School Teachers, to wit: DepEd Order (DO) No. 39, s. 1990 (Deployment and Assignment of Public School Teachers), DepEd Memorandum (DM) 291, s. 2008 (Guidelines for the Implementation of CSC Resolution No. 080096 on Working Hours for Public School Teachers), and DepEd Order 16, s. 2009 (Addendum to DM 291, s. 2008).

In view of the foregoing, all Regional Directors are requested to remind the Chiefs of the Functional Divisions within the regional and division offices including the Superintendents and Public Schools District Supervisors **to refrain from requiring unnecessary tasks from the teachers**. This is for the purpose of enabling teachers to focus and maximize their time in performing teaching functions.

Any DepEd personnel who will violate any provisions of these policies shall be dealt with administratively pursuant to DO No. 49, s. 2006, otherwise known as the Revised Rules of Procedure of the Department of Education in Administrative Cases without prejudice to other legal remedies available to the government.

For strict compliance.



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@depedphilippines



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www.deped.gov.ph

Room 508, 5<sup>th</sup> Floor Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8638-1780; Email: useforadministration@deped.gov.ph

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18 JAN 2024