



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

September 24, 2025

DIVISION MEMORANDUM

No. 969, s. 2025

**Rescheduling of the 2-Day Live-in Formal Training on ARAL-Reading for
Batch 2 – Oquendo 1–3 and Tinambacan 1–3 Districts**

To: OIC – Assistant Schools Division Superintendent
Chiefs, CID, and SGOD
Education Program Supervisors
Public Schools District Supervisors
School Heads (Elementary and Secondary)
Public School Teachers
Training Managers
All Others Concerned

1. Due to the expected landfall of **Typhoon “Opong”**, and in line with the Department of Education’s priority on safety and preparedness, the **2-Day Live-in Training on ARAL-Reading for Batch 2 – Oquendo 1–3 and Tinambacan 1–3 Districts** is hereby **rescheduled to September 27 (Saturday) and September 28 (Sunday), 2025, at BayPark Hotel, Calbayog City.**
2. The rescheduling was made to avoid conflict with other Division activities, such as the **Division Science, Technology, and Mathematics Fair (DSTMF)**, **Division Mathematics cum ASEP Quest**, and the **Division Teachers’ Day** celebration. It also considers the confirmed availability of the training venue and accommodations.
3. This training supports the implementation of the **National Learning Recovery Program** by enhancing teachers’ competencies in reading instruction. As the new schedule falls on a weekend, **eligible teaching personnel shall be granted service credits** in accordance with **DepEd Order No. 13, s. 2024**, which authorizes service credits for work rendered during weekends, holidays, or vacation periods. Under this order, one hour of service during weekends is equivalent to **1.5 hours of vacation service credit.**
4. For non-teaching personnel involved in the training, **DepEd Memorandum No. 018, s. 2021** and **CSC-DBM Joint Circular No. 2, s. 2004** shall serve as references for the possible granting of **Compensatory Overtime Credits**



Address: P2 Brgy. Hamorawon, Calbayog City, Samar
Email Address: calbayogcity@deped.gov.ph
Website: <https://calbayogcity.deped.gov.ph/>

(COC) or **Compensatory Time-Off (CTO)**, subject to existing guidelines, proper documentation, and approval.

5. All participants are advised to coordinate with their respective **School Heads** for the submission of required documents, including **attendance sheets**, **accomplishment reports**, and **certificates**, necessary for the processing of service credits.
6. **Other provisions stated in the previous memorandum shall remain in effect.**
7. Immediate and wide dissemination of this memorandum is directed for the information and compliance of all concerned.


MARGARITO A. CADAYONA, JR., PhD, CESO VI
Schools Division Superintendent 

