



Republic of the Philippines  
**Department of Education**  
**CORDILLERA ADMINISTRATIVE REGION**



Republika ng Pilipinas  
**Department of Education**

30 AUG 2022

DepEd MEMORANDUM  
 No. **077**, s. 2022

**COMPUTATION OF PUBLIC SCHOOL TEACHERS' PROPORTIONAL VACATION PAY (PVP) FOR SCHOOL YEAR (SY) 2021-2022**

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


1. With regard to the opening date of SY 2022-2023 on August 22, 2022, as prescribed under DepEd Order (DO) No. 034 s. 2022 entitled *School Calendar and Activities for the School Year 2022-2023*, this is to provide the field offices the guidelines on the **Computation of the Proportional Vacation Pay (PVP) for School Year (SY) 2021-2022** for all public elementary and secondary school teachers, which is pursuant 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 the absences of a teacher due to illness as prescribed under DepEd Order (DO) No. 53, s. 2003 entitled *Updated Guidelines on Grants 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 2021-2022, each of the teachers who rendered continuous service from September 13, 2021 to June 24, 2022, shall be entitled to **61 days total of PVP** for school break and Christmas vacation days, computed as follows:

Actual Number of Days Served (September 13, 2021 to June 24, 2022, excluding Sundays and Christmas vacation days (Annex A))	= 233 days
Multiply factor	x <u>0.210</u>
Number of Long School Break days earned (June 25, 2022 to August 21, 2022 (Annex B))	= 49 days
Add: Number of Christmas vacation days (December 20, 2021 to January 2, 2022)	+ <u>12 days</u>
<b>Total PVP earned (Long School Break and Christmas vacation)</b>	<b>= 61 days</b>

3. Factor **0.210** shall be used for the computation of absences and PVP for SY 2021-2022. Below is the computation of the **derivation factor of 0.210**.

Number of Long School Break Days (NLSBD)	= 49 days
Total Number of Days (TND) (September 13, 2021 to June 24, 2022, excluding Sundays and Christmas vacation days)	= <u>233 days</u>
Multiply Factor (NLSBD/TND)	= <u>0.210</u>



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DEPARTMENT OF EDUCATION  
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 BY: \_\_\_\_\_ TIME: \_\_\_\_\_

To: **Schools Division Superintendents**  
**School Heads of Implementing Units**  
**All Others Concerned**

For information and guidance.

FOR THE REGIONAL DIRECTOR:

**MAKSIM A. BOTILAS, PhD**  
 Chief Administrative Officer  
 Administrative Division

Admin/MAB/CDAD/marvinjohn





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4. Per DO 029, s. 2021, titled School Calendar and Activities for School Year 2021-2022, end of school year rites is scheduled from June 27 to July 2, 2022. Considering this and pursuant to DO 53, s. 2003, teachers who were authorized to render services from June 27 to July 2, 2022, may be granted one vacation service credit per accumulated eight hours of service rendered supported by the Individual Daily Log and Accomplishment Report (IDLAR) and other official attendance monitoring mechanisms that are recorded and verifiable.

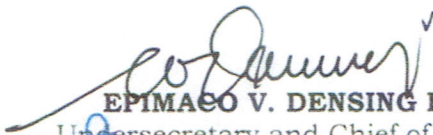
5. This Memorandum is issued without prejudice to other benefits and privileges such as service credit under DO 53, s. 2003 and DO 84, s. 2003 that may be afforded to public school teachers during summer vacation and others as may be allowed by law.

6. For any clarifications or inquiries, please contact the **Bureau of Human Resource and Organizational Development-Personnel Division**, Ground Floor Alonzo Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bhrod.pd@deped.gov.ph](mailto:bhrod.pd@deped.gov.ph) or telephone numbers (02) 8633-9345 and (02) 8636-6546.

7. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:



  
**EPIMACO V. DENING III**  
Undersecretary and Chief of Staff

References:

DepEd Order: (Nos. 53, s. 2003; 84, s. 2003; 029, s. 2021 and 034, s. 2022)  
DepEd Memorandum No. 056, s. 2021

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

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SERVICE  
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