



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

23 July 2024

**REGIONAL MEMORANDUM**

ORD No. 759, s. 2024

**To:** Schools Division Superintendents  
 All Others Concerned

**MONITORING THE IMPLEMENTATION OF DEPED ORDER NO. 005, S. 2024  
 ON RATIONALIZATION OF TEACHERS' WORKLOAD IN PUBLIC  
 SCHOOLS AND PAYMENT OF TEACHING OVERLOAD"**

1. Pursuant to DepEd Order No. 005, s. 2024 on Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload, the Department of Education, National Capital Region ensures the compliance Schools Division Offices in the implementation of this policy.
2. This aims to gather and assess data on the SDOs' compliance in cascading the orientation in the implementation of this policy among school heads and teachers throughout the region.
3. The School Governance and Operations Division of 16 SDOs will complete Part 1 of the Monitoring tool on the Conducted Orientation, and school heads from public schools will accomplish Part II of this tool on the Conducted Orientation among Teachers in this link: <https://tinyurl.com/DO5Monitoring> on or before August 5, 2024.
4. For clarification and inquiries, please contact **Ms. Elsa A. Mariano, Administrative Officer V/HR DepEd-NCR, or Dr. Richard T. Catain, EPS, QAD, at (02)-8522-9247.**
5. Immediate and wide dissemination of this memorandum is desired.

**JOCELYN DR. ANDAYA**  
 Director IV

Encl.: As stated,  
 rtc/qad



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Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 1



**Name of SDO:** \_\_\_\_\_

**Part I: SDO Report on the Conducted Orientation**

School Classification according to Offering	Current Number of Schools	Number of Schools ( School Heads) Attended the Orientation	Percentage of Orientation Conducted by the SDO
All Offering (K to 12)			
ES and JHS ( K to 10)			
JHS and SHS ( G7 to G12)			
Purely ES ( K to G6)			
Purely JHS (G7 to G10)			
Purely SHS (G11 to G12)			
<b>Total</b>			

If **NOT** conducted/cascaded 100%, what are the top 5 reasons of the SDO?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Part II: School Report on the Conducted Orientation**

School Classification according to Offering	Number of Teaching Personnel	No. of Teaching Personnel Attended the Orientation	Percentage of Teaching Personnel Attended the Orientation
All Offering (K to 12)			
ES and JHS ( K to 10)			
JHS and SHS ( G7 to G12)			
Purely ES ( K to G6)			
Purely JHS (G7 to G10)			
Purely SHS (G11 to G12)			
<b>Total</b>			

If **NOT** conducted/cascaded 100%, what are the top 5 reasons of the schools or school heads?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_



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(For SDO) What are the top 5 consolidated responses of the school heads in your SDO during the orientation?

- 1.
- 2.
- 3.
- 4.
- 5.

(To be taken from the School Heads) What are the top 5 consolidated responses of the teachers during the conduct of the orientation in their respective schools?

- 1.
- 2.
- 3.
- 4.
- 5.

*Prepared by:*

\_\_\_\_\_  
(Position)

*Checked by:*

\_\_\_\_\_  
Chief, SGOD

*Approved by:*

\_\_\_\_\_  
Schools Division Superintendent