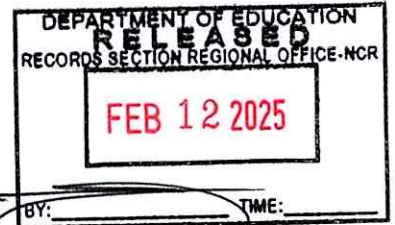




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



February 10, 2025

REGIONAL MEMORANDUM

No. 139, s. 2025

**To: Schools Division Superintendents
All other concerned**

**GRANT OF VACATION SERVICE CREDITS TO TEACHERS IN RELATION TO
THE CONDUCT OF MAKE-UP CLASSES**

1. Teachers who conduct make-up classes on Saturdays will receive appropriate compensation, such as overtime pay or Vacation Service Credits (VSC), subject to existing policies pursuant to DepEd Order No. 22, s. of 2024 (Revised Guidelines on Class and Work Suspension in Schools During Disaster and School Emergencies).
2. Schools Division Superintendents shall have the authority to approve request for the grant of Vacation Service Credits for the conduct of make-up classes on Saturdays following the procedures laid down under DepEd Order No. 13, s. of 2024.
3. For strict compliance.

JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations



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7, February 2025

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ASEC. JOYCE DR. ANDAYA

Regional Director, NCR

Concurrent Officer-In-Charge

Office of the Assistant Secretary for Operation

Dear Asec Andaya;

Warm Greetings of Peace and Solidarity!

We, the Alliance of Concerned Teachers (ACT) - NCR Union, write to express our concerns regarding the recent directive mandating Saturday make-up classes across several divisions in the National Capital Region (NCR). We have received reports from several divisions regarding changes in the schedule of their 3rd Quarter Exam, primarily due to make-up classes for suspended school days. In this regard, we would like to remind that, in accordance with **DepEd Order 13, s. 2024** and **DepEd Order 22, s. 2024**, teachers who report to work on Saturdays for make-up classes should be granted service credits.

We respectfully request that your office issue an official directive affirming and enforcing our right to receive service credits. This will ensure that our teachers across various divisions receive due recognition and benefits for their additional time and efforts. Furthermore, we would like to inform you that we have already consulted with the **Bureau of Human Resource and Organizational Development (BHROD) Central Office** regarding this matter last February 6, 2025 at DepEd Central Office. According to them, it is clear that any teacher who conducts make-up classes on Saturdays should be granted service credits.

For any inquiries or clarifications, please feel free to reach us at actncrunionpublicinfo@gmail.com or 0995-879-8576. Thank you for your attention to this matter.

In the service of Teachers and Students,



Ruby Bernardo

President

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