



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

May 4, 2020

DIVISION MEMORANDUM

No. 117 , s. 2020

PROPORTIONAL VACATION PAY (PVP) COMPUTATION FOR SCHOOL YEAR 2019-2020

To: **Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned**

1. Attached is a copy of DepEd Memorandum No. 49, s. 2020 titled Computation of Public School Teachers' Proportional Vacation Pay for S.Y. 2019-2020.
2. School Heads and Administrative Assistants of Junior High School (Implementing Units) are reminded to follow this memorandum as basis for the computation of salary for the months of **April and May 2020** of newly hired teachers for S.Y. 2019-2020.
3. District Administrative Assistants are also reminded to compute the PVP of all teachers to be reflected in the **FORM 7** which will be submitted to the Regional Payroll Services Unit (RPSU).
4. For your information, guidance and compliance.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

PYM/mtb





Republic of the Philippines
Department of Education

30 APR 2020

DepEd MEMORANDUM
No. **049**, s. 2020

**COMPUTATION OF PUBLIC SCHOOL TEACHERS' PROPORTIONAL
VACATION PAY FOR SCHOOL YEAR 2019-2020**

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

1. Pursuant to Civil Service Commission Memorandum Circular (CSC MC) No. 40, s. 1998 and as amended by CSC MC No. 9, s. 2012, this is to provide the field offices with a uniform basis for the **Computation of the Proportional Vacation Pay (PVP) for School Year (SY) 2019-2020** for all public elementary, secondary and senior high school teachers under the teacher's leave basis.

2. For SY 2019-2020, each of the teachers who have rendered continuous service from June 3, 2019 to April 3, 2020 shall be entitled to **80 days total of PVP** from Summer and Christmas vacation days, computed as follows:

Total Number of days served	= 306 days
from June 3, 2019 to April 3, 2020	
Less: Number of Christmas vacation days earned	= <u>-22 days</u>
from December 15, 2019 to January 5, 2020	
Actual days served	= 284 days
Multiply factor	= <u>x 0.282</u>
Total PVP earned from the number of Summer	= 80 days
and Christmas vacation days	
Less: Number of Christmas vacation days	= <u>-22 days</u>
Number of Summer vacation days earned	= 58 days
from April 4 to May 31, 2020	

3. Factor **0.282** shall be used for the computation of absences and PVP for SY 2019-2020. Below is the **derivation of factor 0.282**.

Number of Summer vacation days	= 58 days
Add: Number of Christmas vacation days	= <u>+22 days</u>
Total PVP	80 days
(Summer and Christmas vacation days)	
Divided by actual days served	= 284 days
Multiply factor	= 0.282

4. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary