



Office of the Secretary

APR 14 2008

DepED MEMORANDUM
No. 194, s. 2008

COMPUTATION OF PROPORTIONAL VACATION PAY FOR TEACHERS
SCHOOL YEAR 2007-2008

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools

1. This is to provide the field offices with a uniform basis in the computation of the Proportional Vacation Pay (PVP) that an elementary/secondary teacher under the teacher/s leave basis is entitled to.
2. Teachers who have rendered continuous services for this School Year from June 4, 2007 to March 28, 2008 shall be entitled to 73 days Proportional Vacation Pay (PVP) from March 29 to June 9, 2008, computed as follows:

Total no. of days served (June 4, 2007 to March 28, 2008)	= 299 days
Less: Christmas vacation days (December 22, 2007 to January 2, 2008)	= <u>- 12 days</u>
Actual days served	= 287 days
Multiply factor	= x <u>.296</u>
Total PVP including Christmas vacation days	= 85 days
Less: Christmas vacation	= <u>- 12 days</u>
PVP earned from March 29 to June 9, 2008	= 73 days
Derivation of factor .296	
No. of summer vacation days (March 29 to June 9, 2008)	= 73 days
Add: No. of Christmas vacation days	= <u>12 days</u>
Total PVP and Christmas vacation	= 85 days
divided by actual days served	= 287
Factor	= .296

3. Factor .296 shall be used for the computation of absences and PVP due this School year.

4. Immediate dissemination of this Memorandum is desired.

R - C - Bacani
RAMON C. BACANI
Undersecretary
Officer-in-Charge

Reference:

DepED Memorandum: No. 173, s. 2007
Allotment: 1- -(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

LEAVE
TEACHERS

Maricar/DM-Vacation Pay of Teachers
04-10-08