



MAY 06 2009

DepED MEMORANDUM
 No. **207**, s. 2009

**COMPUTATION OF PROPORTIONAL VACATION PAY
 FOR TEACHERS SCHOOL YEAR 2008-2009**

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 10, 2008 to April 3, 2009, shall be entitled to 74 days Proportional Vacation Pay (PVP) including Christmas Vacation days from April 4 to May 31, 2009, computed as follows:

Total no. of days served (June 10, 2008 to April 3, 2009)	= 298 days
Less: Christmas vacation days (December 20, 2008 to January 4, 2009)	= <u>-16 days</u>
Actual days served	= 282 days
Multiply factor	<u>x 0.262</u>
Total PVP including Christmas vacation days	= 74 days
Less: Christmas vacation	= <u>-16 days</u>
PVP earned from April 4 to May 31, 2009	= 58 days

Derivation of factor .262

No. of summer vacation days (April 4 to May 31, 2009)	= 58 days
Add: No. of Christmas vacation days	= <u>+16 days</u>
Total PVP and Christmas vacation	74 days
divided by actual days served	= 282
Factor	= 0.262

3. Factor 0.262 shall be used for the computation of absences and PVP this school year.

4. Immediate dissemination of this Memorandum is desired.

R. J. B. B. B.
 for: **JESLI A. LAPUS** *SEC, 5/5/09*
 Secretary

Reference:

DepED Memorandum: No. 194, s. 2008

Allotment: 1—(D.O. 50-97)

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

LEAVE
TEACHERS

Sally: comp. of proportional vacation leave (PVP)
April 28, 2009