Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

February 27, 2026

DIVISION MEMORANDUM
No. 140, s. 2026

ORIENTATION ON THE IMPLEMENTATION OF DEPED ORDER (DO) NO. 02, S. 2026 (GUIDELINES ON THE GRANT OF WELLNESS LEAVE FOR THE DEPARTMENT OF EDUCATION PERSONNEL)

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Division Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. Attached is **Memorandum DM-OUHROD-2026-0460 with subject "Conduct of Online Orientation on the Implementation of DepEd Order (Do) No. 02, S. 2026 (Guidelines on the Grant of Wellness Leave for the Department of Education Personnel)"** dated February 19, 2026, which is self-explanatory.

2. For information, dissemination, and guidance of all concerned.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

AOAS/02-013-2026

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2026-0460

FOR : **Undersecretaries**
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

SUBJECT : **CONDUCT OF ONLINE ORIENTATION ON THE IMPLEMENTATION OF DEPED ORDER (DO) NO. 02, S. 2026 (GUIDELINES ON THE GRANT OF WELLNESS LEAVE FOR DEPARTMENT OF EDUCATION PERSONNEL)**

DATE : February 19, 2026

In line with the Department's commitment to prioritizing the health and well-being of its workforce, **DepEd Order (DO) No. 02, s. 2026** was issued to establish the guidelines for the grant of Wellness Leave following Civil Service Commission (CSC) Memorandum Circular (MC) No. 01, s. 2026. To ensure a standardized understanding and seamless implementation of these guidelines across all levels of governance, the Bureau of Human Resources and Organizational Development – Employee Welfare Division (BHROD – EWD) will conduct a series of online orientations.

The online orientation aims to clarify the eligibility criteria and documentary requirements for the Wellness Leave, discuss the application and approval process, and address potential implementation issues and concerns from the Central and Field Offices. To manage the volume of participants and provide tailored responses to office-specific concerns, below are the details of the orientation specific to your group:

Participant Group	Date and Time	Platform

Field Offices (Regional Offices, Schools Division Offices, Schools)	March 2, 2026 8:00 am – 12:00 pm	Microsoft Teams: https://bit.ly/WellnessLeaveOrientation_FOsBatch
Central Office	March 3, 2026 8:00 am – 12:00 pm	Microsoft Teams: https://bit.ly/WellnessLeaveOrientation_COBatch

All concerned Heads of Offices and School Heads are requested to ensure the attendance of their respective Human Resource Management Officers (HRMOs) and administrative leads. Participants are required to register through the link or by scanning the QR Code below:

https://bit.ly/WellnessLeaveOrientation_RegForm

For concerns and/or clarifications, kindly reach us through Ms. Kiarrah Zhane N. Misolas via email at bhrod.ewd@deped.gov.ph or Viber No. 0919 – 492 - 4775.

Immediate and wide dissemination of this Memorandum is desired.

Thank you.

[BHROD-EWD/KZMisolas]