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

May 6, 2026

DIVISION MEMORANDUM
No. 268 s. 2026

ADDENDUM TO DIVISION MEMORANDUM NO. 218, 2026
(DIVISION SEMINAR-WORKSHOP ON DIGILEAD: DIGITAL INTEGRATION FOR GROWTH, INNOVATION AND LEADERSHIP IN EDUCATION (EMPOWERING EDUCATORS THROUGH ICT AND AI INTEGRATION)

To: Assistant Schools Division Superintendent
Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public and Private Schools School Heads
All Others Concerned

1. In reference to Division Memorandum No. 218, s. 2026 entitled "Division Seminar-Workshop on DIGILEAD: Digital Integration for Growth, Innovation, and Leadership in Education (Empowering Educators through ICT and AI Integration)," this Office hereby issues the following addendum.

   1.1 Pursuant to Republic Act No.8815, which declares May 7 of every year as a special non-working day in the Province of Pampanga, also known as Jose Abad Santos Day, the conduct of the Division Seminar Workshop on DIGILEAD shall continue on May 7, 2026, as scheduled, being the second day of the activity.

   1.2 In view thereof, teacher-participants, who shall attend the seminar-workshop on the said date shall be entitled to one and a half day (1.5) service credit, subject to the provisions of DepEd Order No. 13, s. 2024 entitled "*Revised Guidelines on the Grant of Vacation Service Credits for Teachers.*"

   Meanwhile, supervisors, principals, school heads, members of the Technical Working Group (TWG) and non-teaching personnel who shall render service on the said date, shall be granted one and a half day (1.5) Compensatory-Time-Off (CTO) in accordance with CSC and DBM Joint Circular No. 2, s. 2004, entitled *"Non-Monetary Remuneration for Overtime Services Rendered."*

2. Immediate dissemination of this Memorandum to all concerned is earnestly desired.

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Schools Division Superintendent

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