



Tanggapan ng Kalihim  
Office of the Secretary

REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
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MAY 06 2004

DepED MEMORANDUM  
No. 208, s. 2004

GRANT OF VACATION SERVICE CREDITS FOR ELECTION DUTIES

To: Undersecretaries  
Assistant Secretaries  
Regional Directors  
Bureau/Service/Center Directors  
Schools Division Superintendents

1. Pursuant to DepED Order No. 53, s. 2003, all teachers and school officials on teacher's leave basis who will render election duties during the May 10, 2004 national and local elections, will be granted vacation service credits of five (5) days for services rendered on election day.

2. It is expected that most teachers will render services for one (1) day only but there may be a few, particularly those assigned in large precincts or "hot spots", who may be asked to serve for two (2) days.

In cases where more than one (1) day of election duty is necessary, a certification signed by the Chairman of the Board of Canvassers and noted by the City or Provincial Treasurer should be submitted to the School Division Superintendent who will issue/grant the additional vacation leave credits.

3. The grant of five (5) days herein authorized is exclusive of the fifteen (15) days maximum vacation service credits that are allowed for every year under the above-mentioned Order.

4. For your guidance and compliance.

EDILBERTO C. DE JESUS  
Secretary

Reference:

DepED Order: No. 53, s. 2003  
Allotment: 1—(D.O. 50-97)  
To be indicated in the Perpetual Index  
under the following subjects:

ELECTIONS  
LEAVE

SERVICE  
TEACHERS