

FTAD-RM-2026-533

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

10 August 2026

Regional Memorandum
No. 533 s. 2026

**EXTENSION OF THE DEADLINE FOR THE SUBMISSION OF
SDO IMPLEMENTATION PLANS ON TEACHER
WORKLOAD POLICIES**

To: **Schools Division Superintendents**

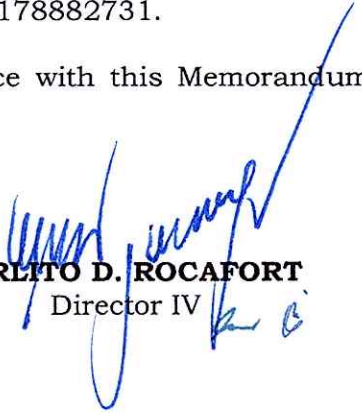
1. This refers to the submission of the Schools Division Offices' (SDOs) Implementation Plans on Teacher Workload Policies pursuant to DepEd Order No. 005, s. 2024¹ and Regional Memorandum No. 420, s. 2026².
2. The original deadline for the submission of the SDO Implementation Plans was July 31, 2026. To ensure full compliance and allow all concerned SDOs sufficient time to complete the required submissions, the deadline is hereby extended until August 14, 2026.
3. All SDOs shall accomplish the new Implementation Plan template provided by the Central Office and submit the duly accomplished plan directly to the Central Office through <https://tinyurl.com/TW-2026ImplemPlan-Submission>.
4. For purposes of Regional Office monitoring, each SDO shall likewise accomplish the following:
 - a. Upload the accomplished Implementation Plan using the new template to the Regional Office monitoring link;
 - b. Upload a screenshot or other proof of the SDO's successful submission to the Central Office; and
 - c. Ensure that the uploaded copy is identical to the Implementation Plan submitted to the Central Office.
 - d. The new template and further instructions may be accessed through the Regional Office monitoring link at <https://tinyurl.com/R4ASDOIMPLAN2026>.
5. Schools Division Superintendents are requested to ensure the immediate dissemination of this Memorandum and to closely monitor compliance by their

¹ Rationalization of Teacher's Workload in Public Schools and the Payment of Teacher Overload

² Submission of Implementation Plan on the Implementation Status of Teacher Workload Policies

respective offices. The Implementation Plans shall assist the Department in identifying implementation challenges and policy gaps, formulating appropriate interventions, and informing the continuing review and enhancement of teacher workload policies and related procedures.

6. For concerns or clarification, concerned personnel may coordinate with Chief Michael Girard R. Alba of the Field Technical Assistance Division via email michael.alba@deped.gov.ph, or you may call 09178882731.
7. Immediate dissemination and strict compliance with this Memorandum are highly desired.


CARLITO D. ROCAFORT
Director IV

04/ROF1