



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

March 11, 2024

**REGIONAL MEMORANDUM**

No. **278** s. 2024

**DISSEMINATION OF ADVOCACY MATERIALS ON THE IMPLEMENTATION OF  
DEPED ORDER NO. 002, S. 2024 OR THE IMMEDIATE REMOVAL OF  
ADMINISTRATIVE TASKS OF PUBLIC SCHOOL TEACHERS**

To: Schools Division Superintendents  
All Others Concerned

- Attached is an Advisory from Atty. Resty C. Osias, Director IV, Bureau of Human Resource and Organizational Development re **Dissemination of Advocacy Materials on the Implementation of DepEd Order No. 002, s. 2024 or the Immediate Removal of Administrative Tasks of Public School Teachers.**
- Immediate dissemination of and strict compliance with this Memorandum are desired.

**EVELYN R. FETALVERO CESO IV**  
Regional Director *FS*

Enclosure: As stated

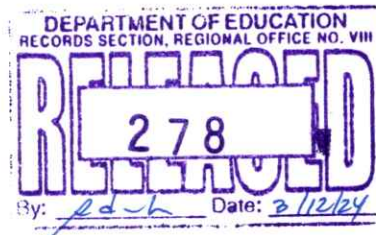
Reference: As stated

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

ADVOCACY MATERIALS

DISSEMINATION

AD-PS-EDR





Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

OFFICE OF THE DIRECTOR

**ADVISORY**

The Department of Education (DepEd) issued **DepEd Order No. 002, s. 2024**, or the **Immediate Removal of Administrative Tasks of Public School Teachers**, which aims to allow teachers to focus on their core mandate of teaching.

As per the DepEd Order, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) shall provide guidance for a smooth and effective implementation of the said policy. Consequently, the BHROD-SED commits to furnish DepEd field offices and schools with regularly updated advocacy materials. To access these materials, please visit the following link:

- **Tools and Procedure** on the implementation strategies for DepEd Order 002, s. 2024. [https://bit.ly/TeacherWorkload\\_ToolsandProcedure](https://bit.ly/TeacherWorkload_ToolsandProcedure)
- **General Quick Guide** provides a clear overview of key points about the policy. <https://bit.ly/QuickGuide-General>
- **Hiring Process Quick Guide** provides a detailed process for the hiring of school-based Administrative Support Staff under Contract of Service. <https://bit.ly/QuickGuide-HIRINGPROCESS>
- **Frequently Asked Questions (FAQs)** to address the common concerns, issues, and inquiries regarding the policy. <https://bit.ly/-FAQs->

In connection with this, we kindly request your cooperation in ensuring that these materials are properly disseminated to **all schools** within your jurisdiction.

Should you have any questions or concerns, please contact BHROD-SED through this landline number (02) 8633-5397 or email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph).

Thank you.

For your information and guidance.

**ATTY. RESTY C. OSIAS, LLM., CESO IV**  
Director IV  
Bureau of Human Resource and Organizational Development

OFFICE OF THE DIRECTOR IV  
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