



SGOD - 4532

Republic of the Philippines
Department of Education
 Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

October 24, 2025

DIVISION MEMORANDUMNo. 675, s. 2025

**DECLARATION OF MIDYEAR BREAK AS WELLNESS BREAK AND GUIDELINES
 FOR THE CONDUCT OF PROFESSIONAL DEVELOPMENT ACTIVITIES**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors- CID and SGOD
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to **DepEd Order No. 012, s. 2025, DM-OULS-2025-095**, and **Regional Memorandum No. 528, s. 2025**, titled **Declaration of Midyear Break as Wellness Break and Guidelines for Professional Development Activities**, this Office informs all concerned that the Midyear Break scheduled on October 27–30, 2025 shall be observed as a Wellness Break for teachers.
2. While the said period is declared as a Wellness Break, schools are encouraged to conduct In-Service Training (INSET) on other preferred dates within the School Year 2025–2026. These may be held through School Learning Action Cells (SLACs), Fun-Filled Fridays, or other convenient schedules, provided that such activities do not interfere with regular classes.
3. Schools that have scheduled professional development activities during the Midyear Break and have procured venues or meals may reschedule them in accordance with procurement and auditing rules. If rescheduling is not feasible, the activities may proceed voluntarily, and participating teachers shall be granted 1.5 days VSC for every eight (8) hours rendered, subject to the limits of DepEd Order No. 13, s. 2024.
4. Schools with no teachers participating in the Division Athletic Meet on November 3–6, 2025 may opt to conduct their INSET during the said period.
5. Travel, food, and accommodation expenses incurred by participants during the training shall be charged to the school MOOE, subject to existing accounting and auditing rules and regulations.
6. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunity.
7. Immediate, wide dissemination and compliance of this Memorandum is desired.

DANNIE CLARK M. UGUIL
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent

Enclosure : N/A
 Reference : **DO No. 012, s. 2025, DM-OULS-2025-095, and RM No. 528, s. 2025**
 Allotment : N/A
 No. of Pages: _____
 To be indicated in the Perpetual Index under the following subjects
CURRICULUM PROFESSIONAL DEVELOPMENT INSET
 FN: DCD/JBA/HRD/SGOD