



Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF AKLAN

August 22, 2025

TO: Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors/Coordinators  
Public Schools District Supervisors  
Principals/Head Teacher In-Charge of the District  
Heads of Public Elementary and Secondary Schools  
All Concerned

Dear Sirs/ Mesdames:

Please be informed that there will be a face-to-face meeting of the Division/District Campus Journalism Focal Persons on August 25, 2025 from 8:00 a.m. to 5:00 p.m. at ASJ Hall, Old Division Office, Kalibo, Aklan.

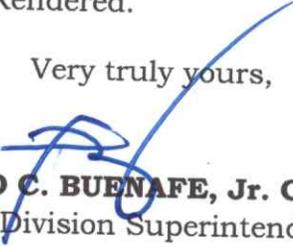
The purpose of the meeting are the following:

1. Accomplishment Report per District for SY 2024-2025;
2. Action Plan for SY 2025-2026;
3. Distribution of Certificates for School Papers Awards and Mentoring and Coaching;
4. Planning for the Division Campus Journalism School/District-based training; and
5. Other matters.

Expenses incurred are chargeable against local funds subject to the existing accounting and auditing rules and regulations.

The participants are entitled to Service Credits for their services rendered during weekends and holidays but not to exceed 15 days per year in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to teachers. On the other hand, non-teaching personnel shall be provided with Compensatory Time Off (CTO) for their services rendered during weekends and holidays as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

Very truly yours,

  
**FELICIANO C. BUENAFE, Jr. CESO VI**  
Schools Division Superintendent

Division Letter  
No. 077 s. 2025

