



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

SEP 10 2026

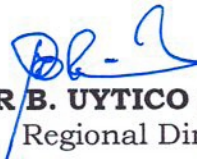
REGIONAL MEMORANDUM

No. 980, s. 2026

**FOLLOW-UP ON THE SUBMISSION OF UTILIZATION REPORTS FOR THE
HONORARIA FOR TEACHING OVERLOAD FOR THE SECOND QUARTER
OF FISCAL YEAR (FY) 2026**

TO: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum DM-OUHRODI-2026-3552 dated September 4, 2026, re: "Follow-up on the Submission of Utilization Reports for the Honoraria for Teaching Overload for the Second Quarter of Fiscal Year (FY) 2026," which is self-explanatory.
2. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As stated
Reference: As stated

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

BUREAUS AND OFFICES
REPORTS
HONORARIA
TEACHING LOAD

ASD/PS/JEM/REGIONAL MEMO -Dissemination-DM-OUHRODI-2026-3552-Follow-up on the submission of utilization reports for the honoraria...



Address: Batinguel, Dumaguete City, 6200
Telephone Nos:
Email Address: nir@depd.gov.ph
Website: <https://tinyurl.com/nir-gov-ph>

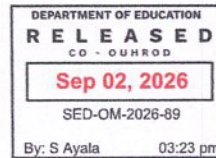


Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE



SED-OM-2026-89

MEMORANDUM DM-OUHRODI-2026-3552

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL SCHOOL HEADS
ALL OTHERS CONCERNED

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development,
and Infrastructure

E-signed by
Wilfredo Cabral
9/2/2026, 5:19:36 AM

SUBJECT : **FOLLOW-UP ON THE SUBMISSION OF UTILIZATION REPORTS**
FOR THE HONORARIA FOR TEACHING OVERLOAD FOR THE
SECOND QUARTER OF FISCAL YEAR (FY) 2026

DATE : September 4, 2026

This refers to **DM-OUHRODI-2026-2538**, titled "*Reminder on the Processing of Payment and Submission of Utilization Reports for the Honoraria for Teaching Overload for the Second Quarter of Fiscal Year (FY) 2026*", wherein the Regional Offices (ROs) and Schools Division Offices (SDOs) were instructed to submit their utilization reports for the Honoraria for Teaching Overload for the Second Quarter of Fiscal Year (FY) 2026 on or before August 14, 2026, pursuant to **DepEd Order No. 005, s. 2024** and **DepEd Memorandum No. 53, s. 2024**.

In this regard, kindly refer to **Annex A** for the status of submission per RO as of August 24, 2026. The remaining ROs that have not yet submitted their reports are hereby reminded to submit their Second Quarter FY 2026 Utilization Reports **on or before September 10, 2026**, to facilitate the proper monitoring of funds for Teaching Overload Pay.

Submissions shall be sent to bhrod.sed@deped.gov.ph using the following formats:

1. Scanned copy of the RO Utilization Report, duly signed by the Regional Directors (RDs); and
2. Editable Excel file (not necessarily signed) of the RO Utilization Report.

For reference, concerned offices may visit the **Teacher Workload Policy Public Drive** at bit.ly/TeacherWorkload_ToolsandProcedure to access all relevant tools,

templates, and procedural guides on the implementation of teacher workload policies and the processing of teaching overload pay. The relevant templates to be used are available for download using the abovementioned link and located at **Folder III, titled as FORMS**. For additional guidance and resources, kindly refer to the **Teacher Workload Policy Toolkit** at tinyurl.com/TWPT2025.

Should there be further concerns/questions, please coordinate with the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) through Mr. Jerson Miguel L. Collado via email at bhrod.sed@deped.gov.ph or via landline number: (02) 8633-5397.

For your appropriate action.

Annex A

**FY 2026, Q2 Teaching Overload Pay Utilization Report
Submission Status by Regional Offices (ROs)
as of September 4, 2026**

REGION	SUBMISSION STATUS
CAR	No Submission
NCR	No Submission
NIR	No Submission
REGION I	No Submission
REGION II	Submitted
REGION III	Submitted
REGION IV-A	No Submission
REGION IV-B	No Submission
REGION V	No Submission
REGION VI	Submitted
REGION VII	No Submission
REGION VIII	No Submission
REGION IX	No Submission
REGION X	Submitted
REGION XI	No Submission
REGION XII	No Submission
CARAGA	No Submission