

REPUBLIC OF THE PHILIPPINES
PROVINCE OF CAVITE
CITY OF DASMARIÑAS

KOLEHIYO NG LUNGSOD NG DASMARIÑAS
City College of Dasmariñas

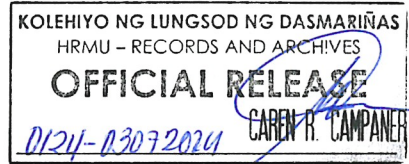


OFFICE OF THE PRESIDENT

EXECUTIVE ORDER

No. 005 s. o. 2024

6 March 2024



To: **The KLD Community**

From: **Prof. Dr. Juanito O. Cabanias, LPT**
President/College Administrator

Subject: **Maximum Teaching Overload every Semester/Term
Effective Academic Year 2024-2025**

Greetings!

The community is hereby informed of and enjoined to observe the maximum teaching overload every semester/term, effective Academic Year 2024-2025:

- Vice Presidents – maximum of 6 hours
- Deans/Directors – maximum of 9 hours
- Associate Deans/Heads/Program Chairs/Officers/Coordinators – maximum of 12 hours
- Faculty Members – maximum of 15 hours
- Staff – maximum of 6 hours

N.B. *In special cases like insufficient number of faculty who can teach or handle the subject offerings, a faculty, admin or staff may be allowed to accommodate the unassigned teaching load on a substitution arrangement until such time that an additional faculty has been hired to handle the aforementioned subject offerings.*

For strict compliance. Thank you very much.

cc: File



Building the foundation for the
Dasmariñenos

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