



REPUBLIC OF THE PHILIPPINES
 PROVINCE OF CAVITE
 CITY OF DASMARIÑAS



BAGONG PILIPINAS

KOLEHIYO NG LUNGSOD NG DASMARIÑAS
City College of Dasmariñas

OFFICE OF THE PRESIDENT

EXECUTIVE ORDER

No. 18 s. o. 2025

26 June 2025



CABEN R. CABANIAS

To: **THE KLD COMMUNITY**

From: **DR. JUANITO O. CABANIAS, LPT**
Juanitas
 President/College Administrator

Subject: **QUASI-ADMINISTRATORS' REGULAR TEACHING LOAD AND
 MAXIMUM TEACHING OVERLOAD EVERY SEMESTER/TERM
 EFFECTIVE FISCAL YEAR 2025 (SECOND SEMESTER-JULY-
 DECEMBER 2025 ONWARDS)**

Greetings!

The community is hereby informed of and enjoined to observe the **Quasi-Administrators' Regular Teaching Load and Maximum Teaching Overload every Semester/Term:**

Designation	Regular Teaching Load per week	Maximum Teaching Overload per week
Vice President	3 hours	3 hours
Dean/Director	6 hours	6 hours
Associate Dean/Department Head/Unit Lead/Program Chair/Unit Head/Special Assistant to the President	9 hours	9 hours
Students' Industry Relations Coordinator (for Institutes with Year Level 3/4 students doing the OJT/Internship already)/Clinical Education and Rotations Coordinator and Institute of	12 hours	9 hours



Building the foundation for the
Dasmariñeños

Brgy. BuroI Main, City of Dasmariñas, Cavite, Philippines 4114
 www.kld.edu.ph



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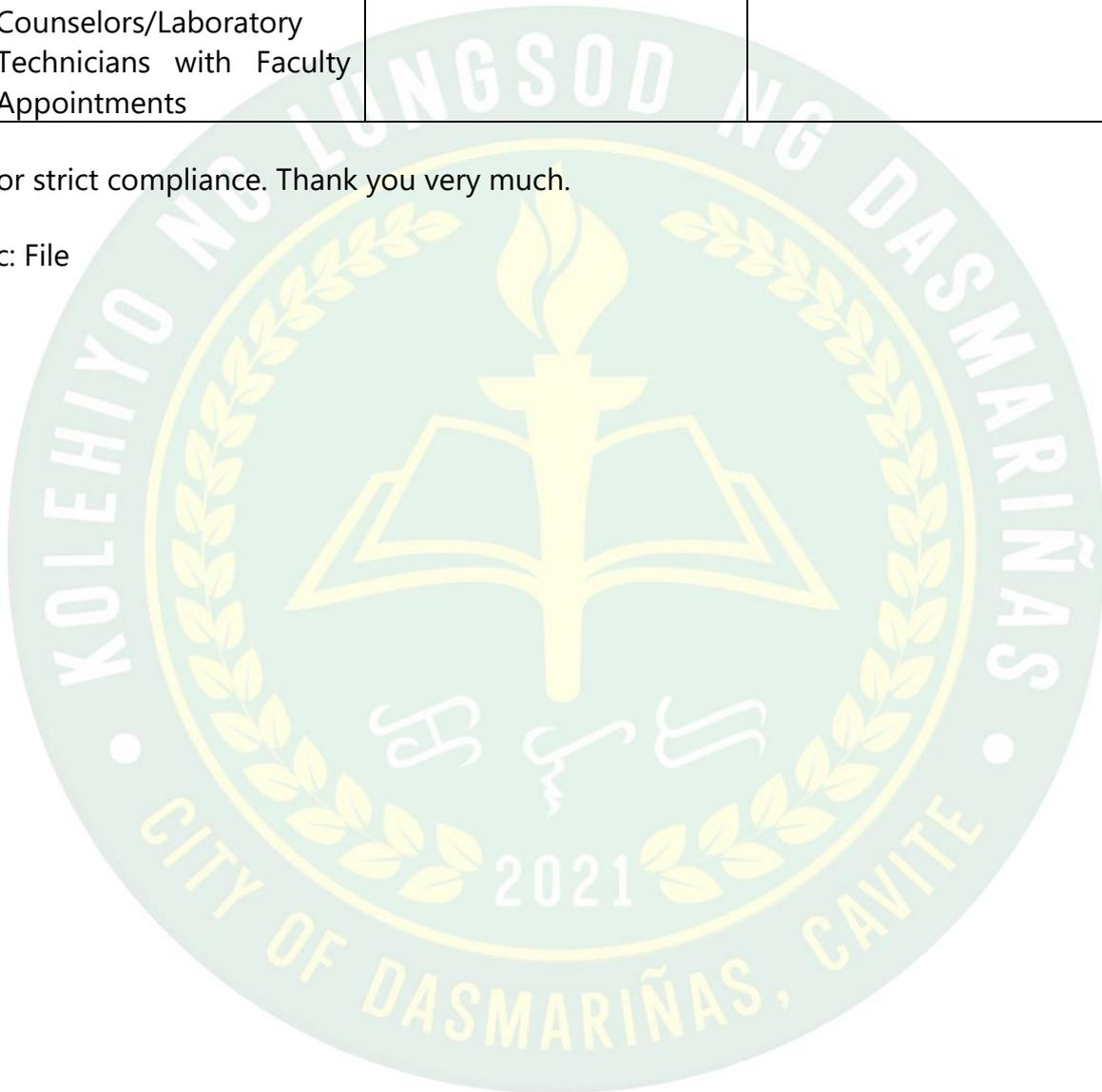


OFFICE OF THE PRESIDENT

Foundational Studies Coordinators		
Section Coordinator/Officer	15 hours	9 hours
Librarians/Guidance Counselors/Laboratory Technicians with Faculty Appointments	6 hours	6 hours

For strict compliance. Thank you very much.

cc: File



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