



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. 18 s. o. 2025

26 June 2025



To: **THE KLD COMMUNITY**

From: **DR. JUANITO O. CABANIAS, LPT**
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

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Dasmariñeños

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



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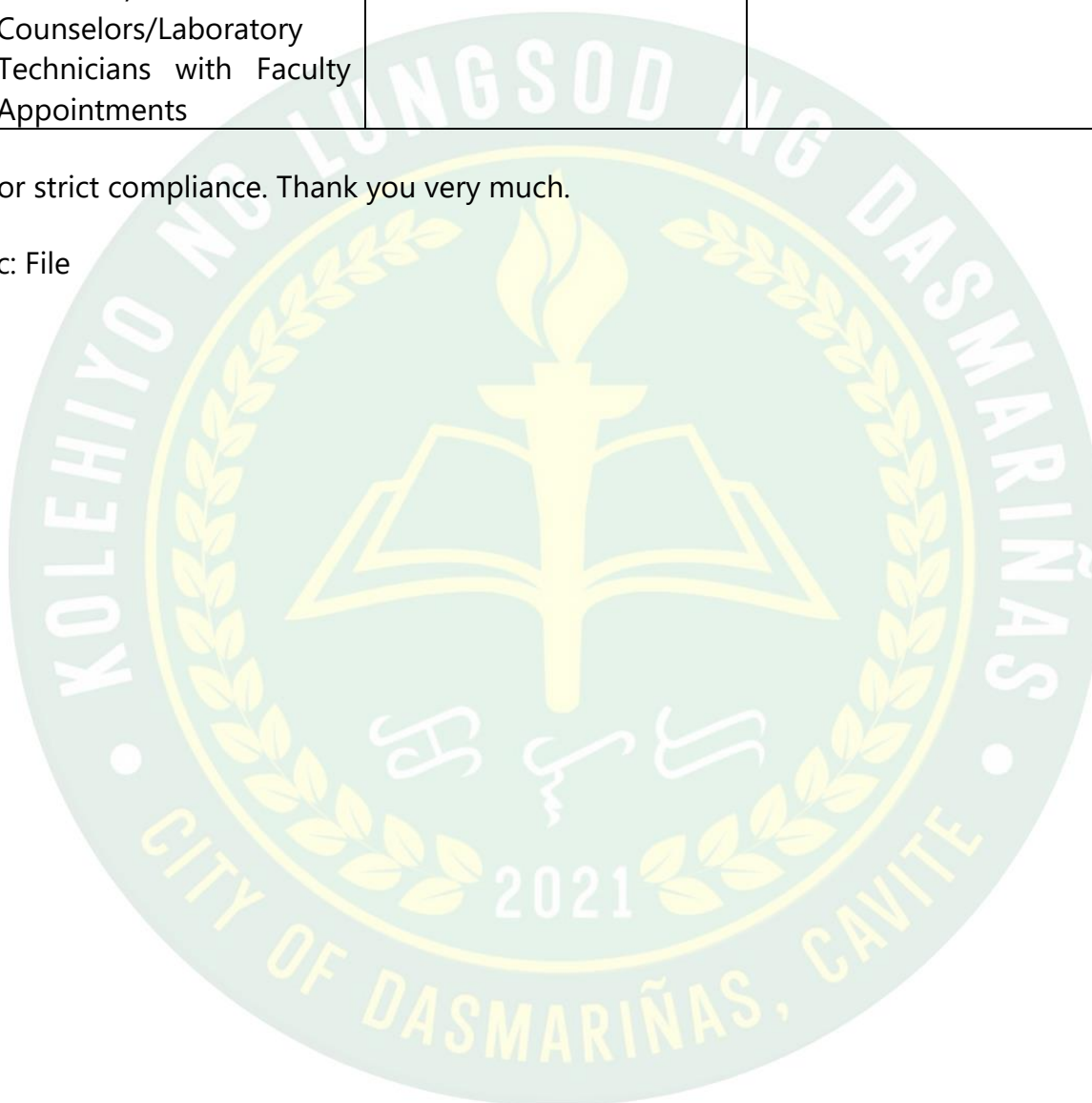


OFFICE OF THE PRESIDENT

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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