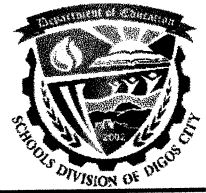




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



Division Memorandum

November 16, 2017

No. 946 s. 2017

Participation in the Workshop on Skills Development for Repair and Maintenance System of Tools and Equipment (Mindanao Cluster)

To: **Dave Mark Niel L. Saturnino, Teacher I, SHS in Digos City**

1. With reference to Regional Memorandum No. 348, s. 2017, issued in pursuance to DepEd Memorandum DM-CI-2017-00350 from Dr. Lorna Dig Dino, Director IV, Office of the Undersecretary for Curriculum and Instruction, DepEd Central Office, you are hereby directed to attend the Workshop on Skills Development for Repair and Maintenance System of Tools and Equipment for Mindanao Cluster on November 20-24, 2017 at Hotel Koresco, Pueblo de Oro golf Estates, Lumbia, Cagayan de Oro City.
2. Board and lodging, travel, and other incidental expenses relative to this activity shall be charged against 2017 Current HRTD Funds, all subject to the usual government accounting rules and auditing procedures. The reimbursement of travel expenses of the participants will be through List of Due and Demandable Accounts Payable-Advice to Debit Account (LDDAP-ADA) subject to the submission of complete travel documents.
3. Enclosed are Regional Memorandum No. 348, s. 2017 and DM-CI-2017-00350 for your reference.
4. For information, guidance and compliance.


WINNIE E. BATOON, EdD.
Officer-in-Charge

Office of the Schools Division Superintendent

DepEd Schools Division Office - Digos City

Encls: as stated

Reference: Regional Memorandum No. 348, s. 2017

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

CURRICULUM

SENIOR HIGH SCHOOL

TRAININGS

lbj: participation in the workshop on skills development for repair and maintenance system of tools and equipment (Mindanao cluster)

16 November 2017

RELEASED
1221
NOV 16 2017 TIME 5:07 PM



Address: F. Torres Street, Davao City (8000)
Telefax Nos. (082) 227-1102; 221-8459; 221-9428.

Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapang Panrehiyon



Internet Address (URL) www.region11.deped.gov.ph
227-0943; 227-8025; 222-2617; 2270941; 2218435

REGIONAL MEMORANDUM
No. 348 s. 2017

To: Schools Division Superintendents

From: 
ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

Subject: PARTICIPATION IN THE WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR
AND MAINTENANCE SYSTEM OF TOOLS AND EQUIPMENT (Mindanao Cluster)

Date: November 8, 2017

1. Pursuant to the DepEd Memorandum *DM-CI-2017-00350* from DR. LORNA DIG DINO, Director IV, Office of the Undersecretary for Curriculum and Instruction, DepED Central Office, the following personnel in Region XI are advised to attend the Workshop on Skills Development for Repair and Maintenance System of Tools and Equipment for Mindanao Cluster on November 20 -24, 2017 at Hotel Koresco, Pueblo de Oro Golf Estates, Lumbia, Cagayan de Oro City.

No.	Division	School	Name of Participant
1	Mati City	Division Office – TLE EPS	Alan Antero
2	Panabo City	Southern Davao NHS	Annabelle Quimpo
3	Compostela Valley	Atty. Orlando S. Rimando NHS	Eileen Jabines
4	Davao City	Alejandra L. Navarro NHS	Laureano Eustaquio Jr.
5	Davao del Norte	Limbaan NHS	Frank Matildo
6	Davao (del Sur) Occidental	Balangonan NHS	Renato Q. Romagos
7	Davao Oriental	Crispin E. Rojas NHS	Michael P. Almine
8	Digos City	SHS in Digos City	Dave Mark Neil L. Saturnino
9	IGACOS	Libertad NHS	Liezel C. Bugnos
10	Mati City	Marayag NHS	Marlon F. Sadongdong
11	Panabo City	San Vicente NHS	Ruel C. Montefolka
12	Tagum City	Tagum National Trade School	Alfie Lariosa
13	Panabo City	Southern Davao NHS	Elizabeth Balingkit

2. Board and lodging, travel, and other incidental expenses relative to this activity shall be charged against 2017 Current HRTD Funds, all subject to the usual government accounting rules and auditing procedures. The reimbursement of travel expenses of the participants will be through List of Due and Demandable Accounts Payable-Advice to Debit Account (LDDAP-ADA) subject to the submission of complete travel documents.
3. The Mati City Division Supervisor shall prepare and submit report/update to this Office upon return.
4. Other details are in the enclosures.
5. Immediate dissemination of this Memorandum is desired.

Enclosures:

DM-CI-2017-00350 – October 12, 2017

ROC 05 inhuevos-CLMD

DEPARTMENT OF EDUCATION ROX

RECORDS SECTION

RELEASE

By: 

Date: 11-8-17 Time: 6:45 pm



Republic of the Philippines
Department of Education

DepEd Complex, Meralco Avenue, Pasig City, Philippines
Direct Line : (632) 633-7202 Telefax: (632) 636-4879
website : www.deped.gov.ph

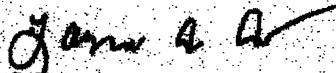


3842

Undersecretary for Curriculum and Instruction

MEMORANDUM
DMCI-2017-00350

TO : Regional Directors
Regions IX, X, XI, XII, and CARAGA
Regional Secretary, ARMM

FROM : 
LORNA DIG DINO, Ph.D
Director IV
Officer-in-Charge, Office of the Undersecretary
Curriculum and Instruction

SUBJECT : **WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND
MAINTENANCE SYSTEM OF TOOLS AND EQUIPMENT
(Mindanao Cluster)**

Date : October 12, 2017

In line with the implementation of the K to12 Curriculum pursuant to RA 10533 otherwise known as the Enhanced Basic Education Act of 2013, the Department of Education ensures the quality delivery of the K to12 Curriculum in all learning areas. This leads in promoting effective senior high school education through development of relevant programs.

In this regard, the Bureau of Learning Delivery – Teaching and Learning Division will conduct an activity entitled “Workshop on Skills Development for Repair and Maintenance System of Tools and Equipment”. It will be held on November 20-24, 2017 at Hotel Koresco, Pueblo de Oro Golf Estates, Lumbia, Cagayan De Oro City. The participants are expected to:

- be re-oriented on the equipment repair and maintenance system and safety rules in the utilization of tools and equipment;
- be able to harmonize the existing templates used in the field on repair and maintenance of tools and equipment; and
- develop a unified template relative to the repair and maintenance of tools and equipment which will be utilized for consolidation and submission of data and information, among others.
- identify evolving issues and challenges pertaining to Occupational Health and Safety

The participants to the activity are the following:

- one (1) TVL Supervisor in the school identified by Central Office.
- one (1) Property Custodian (if possible with teaching load) in a school identified by the Central Office.



Republic of the Philippines

Department of Education

DepEd Complex, Meralco Avenue, Pasig City, Philippines

Direct Line : (632) 633-7202 Telefax: (632) 636-4879

website : www.deped.gov.ph



Undersecretary for Curriculum and Instruction

- one (1) TVL teacher who should have at least one National Certification from TESDA.

Kindly refer to the selected schools indicated in "Appendix B".

It is respectfully requested that the participants per region and schools division office will meet the criteria identified by the Central Office.

The participants are expected to be at the venue on November 20, 2017 at 12:00 o'clock noon. The first meal to be served will be lunch on November 20, 2017, and last meal will be AM Snacks of November 24, 2017. The check-out time is on November 24, 2017 at 11:30 in the morning.

The Regional Offices are requested to forward the names of participants from each school under your respective division on or before **November 7, 2017**. Kindly fill up the attached Roster of Participants Form (**Appendix D**) and email it to jonathan.caracas@deped.gov.ph. Participants are strongly advised to secure their travel order/authority before they go to the activity. The selected schools and name of participants listed in the Roster of Participants and submitted by the division is considered final. **Hence, replacement or substitute is not allowed.**

The board and lodging, travel expenses, and other incidental expenses of the participants relative to this activity shall be charged against **2017 Current HRTD Fund** subject to the usual accounting and auditing rules and regulations. Participants are advised to purchase the **most economical fare** (especially the plane fare). Kindly note that hiring of vehicles is strictly prohibited.

The reimbursement of travel expenses of the participants will be through **List of Due and Demandable Accounts Payable-Advice to Debit Account (LDDAP-ADA)** subject to the submission of complete travel documents, such as travel authority duly signed by the Regional Director or his/her Officer-In-Charge, bus or plane ticket, boarding pass, official receipts, and other supporting documents.

Attached are the program matrix (**Appendix A**) and location map and directions and instructions in going to the venue (**Appendix C**) for reference.

For queries and other information, you can contact us through:

- BLD-TLD landline - (02) 638-4799
c/o Mr. Jonathan B. Caracas; and/or
- electronic mail at jonathan.caracas@deped.gov.ph

For information, guidance and compliance. Thank you.

TRAINING WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND MAINTENANCE OF TOOLS AND EQUIPMENT
SEPTEMBER 11 – 15, 2017 (Luzon Cluster)
OCTOBER 16 - 20, 2017 (Visayas Cluster)
NOVEMBER 20 – 24, 2017 (Mindanao Cluster)

Time	Monday (1 st Day)	Tuesday (2 nd Day)	Wednesday (3 rd Day)	Thursday (4 th Day)	Friday (Last Day)				
6:00 AM – 7:00 AM	Arrival of Participants	Management Of Learning BREAKFAST							
7:00 AM – 8:00 AM									
8:00 AM – 8:30 AM									
8:30 AM – 9:00 AM									
9:00 AM – 9:30 AM									
9:30 AM – 10:00 AM		55 / 75 and Housekeeping Procedures Waste Management (Manuel P. Ausena)	Introduction to Equipment Repair and Maintenance System, Forms & Documents (Reynaldo S. Dantes)	WORKSHOP 5 Identification of Issues/Challenges pertaining Repair and Maintenance System of Tools and Equipment (Reynaldo S. Dantes)	Action Planning				
10:00 AM – 10:30 AM	WORKSHOP 1								
10:30 AM – 11:00 AM									
11:00 AM – 11:30 AM									
11:30 AM – 12:00 NN									
12:00 NN – 1:00 PM	LUNCH								
1:00 PM – 1:30 PM	Registration	Occupational Safety and Health First Aid in the Workplace (Ramon Elias F. Ortiz)	WORKSHOP 4 Development of Shop Layout (Reynaldo S. Dantes)	School / Industry Benchmarking (Rodrigo G. Jaramany – Education Program Supervisor –Region X)					
1:30 PM – 2:00 PM									
2:00 PM – 2:30 PM	Opening Program	Categories of Health Hazards MSDS / Care of Tools & Equipment (Ramon Elias F. Ortiz)	Issues and Challenges in the Workplace pertaining Health and Safety (Reynaldo S. Dantes)	School/ Industry Benchmarking (Rodrigo G. Jarameny – Education Program Supervisor –Region X)					
2:30 PM – 3:00 PM									
3:00 PM – 3:30 PM	PM SNACKS								
3:30 PM – 4:00 PM	Presentation of Output – Workshop on Supervision of School and Industry Based Immersion (Reynaldo S. Dantes)								
4:00 PM – 4:30 PM									
4:30 PM – 5:00 PM									
5:00 PM – 5:30 PM									
5:30 PM – 6:00 PM	DINNER								
6:00 PM – 7:00 PM									

Appendix B: List of Participating School

Note: All participants were selected from the List of Schools offering TVL tracks (as of October 2016 Data) using Excel Kutools Random Selection.

Region X:

TVL Regional Education Supervisor: Rodrigo G. Jumamoy

TVL Education Supervisor : Misamis Oriental

Property Custodian: Yumbing National High School (Camiguin)

Division	School	Name of Participants
Bukidnon	San Andres NHS - Cabadiangan Annex	
Bukidnon	Sumilao NHS	
Cagayan De Oro City	Bonbon National High School	
Camiguin	Sixto A. Abao NHS	
El Salvador City	Molugan National High School	
Gingoog City	Gingoog City CNHS - LURISA NHS Annex	
Iligan City	Ditucalan National High School	
Lanao Del Norte	Pantar NHS	
Malaybalay	Bangcud National High School	
Misamis Occidental	Sibugon IS	
Misamis Oriental	Lourdes Alubijid NHS	
Oroquieta City	Talairon NHS	
Ozamis City	Pulot National High School	
Tangub City	Maquilao Integrated School	
Valencia City	Guinuyoran National High School	

ARMM:

TVL Education Supervisor : Sulu

Property Custodian : Bubonga Marantao NHS (Lanao Del Sur I)

Division	School	Name of Participant
Basilan	Sinangkapan NHS	
Lamitan City	Parangbasak NHS	
Lanao Del Sur I	Masiricampo Abantas Memorial NHS	
Lanao Del Sur II	Butig National High School	
Maguindanao I	Gen. Salipada K. Pendatun NHS	
Maguindanao I	Datu Saudi Uy Ampatuan NHS	
Maguindanao II	Bai Hanina S. Sinsuat NHS	
Marawi City	Lake Lanao NHS	
Sulu	Maimbung Nat'l High(Extension)	
Tawi-Tawi	Balimbing NHS	

Appendix B: List of Participating School

Region IX:

TVL Education Supervisor : Dipolog City

Property Custodian: Rebokon AVHS (Zambaoanga Del Sur)

Division	School	Name of Participant
Dapitan City	Dakak National High School	-
Dipolog City	Alberto Q. Ubay Mem. Agro-Tech'l. Sci. HS	
Isabela City	Basilan NHS	
Pagadian City	Manga NHS	
Zambaoanga City	Ayala NHS	
Zambaoanga Del Norte	Pinan National High School	
Zambaoanga Del Sur	Betinan NHS	
Zambaoanga Sibugay	Kabasalan NHS	

Region XI:

TVL Education Supervisor : Mati City

Property Custodian: Southern Davao National High School (Panabo City)

Division	School	Name of Participant
Campostela Valley	Atty. Orlando S. Rimando National High School	
Davao City	Alejandra L. Navarro NHS	
Davao Del Norte	Limbaan NHS	
Davao Del Sur	Balangonan NHS	
Davao Oriental	Crispin E. Rojas National High School	
Digos City	SHS in Digos City	
Island Garden City of Samal	Libertad National High School	
Mati City	Marayag NHS	
Panabo City	San Vicente National High School	
Tagum City	Tagum National Trade School	

Appendix B: List of Participating School

Region XII:

TVL Education Supervisor : Koronadal City

Property Custodian: Tacurong NHS (Tacurong City)

Division	School	Name of Participant
Cotabato City	Datu Ayunan National High School	
General Santos City	Bula National School of Fisheries	
Kidapawan City	Kalaisan National High School	
Koronadal City	Marbel 7 National High School	
North Cotabato	Presbitero HS	
Saranggani	Valeria B. Lopez IS	
South Cotabato	Lapuz NHS	
Sultan Kudarat	Kapaya National High School	
Tacurong City	Virginia F. Griño National High School	

CARAGA:

TVL Education Supervisor : Cabadbaran City

Property Custodian: Noli National High School (Bayugan City)

Division	School	Name of Participant
Agusan Del Norte	Santiago NHS	
Agusan Del Sur	Magsaysay Nhs	
Bayugan City	Bayugan Stand Alone SHS	
Bislig City	Bislig Stand Alone SHS	
Butuan City	Pedro D. Duncano National HS	
Cabadbaran City	La Union SHS (Stand Alone)	
Dinagat Island	Malinao National High School	
Siargao City	Socorro National High School	
Surigao City	Cantiasay NHS	
Surigao Del Norte	Surigao Del Norte NHS	
Surigao Del Sur	Esperanza Integrated Secondary School (Carmen Nat'l. Agr'l. HS - Esperanza NHS Annex)	
Surigao Del Sur	Hinatuan National Comprehensive High School	
Tandag City	Tandag National Science High School	



Republic of the Philippines
Department of Education
BUREAU OF LEARNING DELIVERY
4th Floor, Bonifacio Bldg., DepED Complex
Meralco Avenue, Pasig City



IMPORTANT REMINDERS

WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND MAINTENANCE SYSTEM OF TOOLS AND EQUIPMENT (MINDANAO CLUSTER)
November 20 -24, 2017

As per Memorandum from the Accounting Division of the Central Office (see attached Memorandum), the traveling expenses of the field participants shall be paid thru List of Due and Demandable Accounts Payable-Advice to Debit Account (LDDAP-ADA) effective November 16, 2017 . To make the processing of the Travelling Expenses Reimbursement faster and easier, we would like to remind the participants of the following:

1. TRAVEL AUTHORITY

- a. The travel authority should be approved by the **Regional Director** for those participants outside Region X.
- b. It should indicate the following important details :
 - The Title of the Activity: **Workshop on Skills Development for Repair and Maintenance System of Tools and Equipment (Mindanao Cluster)**
 - The Source of Fund: **2017 HRTD Current Funds**
- c. If travelling through airplane submit the **Itinerary Receipt** with the detailed payment amount from the airline company. Please attached the **Boarding Pass**.

2. BANK DETAILS

- a. Name of Bank : (If possible, Land Bank of the Philippines)
- b. Account Number
- c. Bank Branch
- d. The bank account is preferably payroll account.


ROSALINA J. VILLANEZA
Chief
TLD-BLD



VISMIN – Cagayan de Oro City

Nomination Form

REGION XI

No.	Division	School	Name of Participant	Gender	TVL Specialization	Position Designation	NC Certificate
1	Mati City	Division Office	Alan Artero	M	EIM	EPS	NC II
2	Panabo City	Southern Davao NHS	Annabelle Quimpo	F	Household Services	Teacher III	NC II
3	Compostela Valley	Atty. Orlando S. Rimando NHS	Eileen Jabines	F	CSS	Master Teacher II	NC II
4	Davao City	Alejandra L. Navarro NHS	Laureano Eustaquio Jr.	M	CSS	Teacher II	NC II
5	Davao del Norte	Limbean NHS	Frank Matildo	M	Cookery/Horticulture	Teacher I	NC II
6	Davao (del Sur) Occidental	Balangonan NHS	Renato Q. Romagos	M	SMAW	Teacher II	NC II
7	Davao Oriental	Crispin E. Rojas NHS	Michael P. Almirne	M	Commercial Cooking, FBS, HSK	Teacher I	NC III
8	Digos City	SHS in Digos City	Dave Mark Neil L. Saturnino	M	FBS	Teacher II	NC II
9	IGACOS	Libertad NHS	Llezel C. Bugnos	F	FBS	Teacher II	NC II
10	Mati City	Marayag NHS	Marlon F. Sadongdong	M	Automotive	Teacher I	NC II
11	Panabo City	San Vicente NHS	Ruel C. Montefolka	M	Automotive	Teacher II	NC II
12	Tagum City	Tagum National Trade School	Affie Larrosa	M	EPAS	Teacher II	NC II
13	Panabo City	Southern Davao NHS	Elizabeth Balingkit	F		Property Custodian	

Prepared by: 
PEDELINDO O. HUEVOS
EPS, CLMD

Noted:
JANETTE G. VELOSO, Ed.D.
Chief, CLMD

Approved: 
ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director