




**DIVISION MEMORANDUM**

No. 88 s. 2016

**RELEASED**  
 Division Office of Catanduanes  
**RECORDS SECTION**  
 Date: AUG 31 2016  
 Time: 8:40 AM

**TO :** Public Schools District Supervisors  
 Secondary School Heads  
 All concerned

**FROM :**   
**SOCORRO V. DELA ROSA, CESO VI**  
 Schools Division Superintendent

**SUBJECT: THIRTY-THREE DAY LIVE-OUT TRAINING AND ASSESSMENT ON TRAINERS  
 METHODOLOGY LEVEL 1 (TM 1) FOR SENIOR HIGH SCHOOL NON-TM HOLDERS**

**DATE :** August 25, 2016

The implementation of the K to 12 Senior High School Program specifically for Technical-Vocational-Livelihood (TVL) Track requires teachers and implementers to undergo continuing professional enhancement and upgrading of qualifications in order to keep up with the evolving needs in education and training. This is to ensure that specialization subjects in SHS are delivered by qualified teachers per requirements by the TESDA Training Regulations.

Along this line, this office through the Curriculum Implementation Division (CID) will conduct the Trainers Methodology Training and Assessment for SHS Non-TM Holder Teachers in partnership with Technical Education & Skills Development Authority (TESDA) as indicated in the schedule below:

Months	Dates	No. of Days	Venue
September 2016	4,9,10,11,23,24,25,30	8	SDO
October 2016	1,2,7,8,9,21,22,23,28,29,30	11	
November 2016	4,5,6,11,12,13,18,19,20,25,26,27	12	
December 2016	2,3	2	
Total No. of Days		<b>33</b>	

The official participants are required to bring their own laptop, extension wire, together with the following essential requirements:

1. Valid TESDA National Certificate (NC)
2. 4 pcs passport size ID picture with collar and dark-colored shirt/blouse in a white background
3. Transcript of Records

Since the activity covers Saturdays and Sundays, Service Credits or Compensatory Overtime Credit (COC) shall be granted to participants & Facilitators.

Attached is the official Master List of Participants (NC II Holders) for the Trainers Methodology Level 1 (TM 1) for reference.

**One hundred (100%) percent attendance and commitment of participants is a MUST.**

A Registration fee of One thousand three-hundred fifty pesos (1,350.00) to cover snacks/meals of trainers shall be collected from each participant chargeable to Senior High School MOOE funds subject to the usual accounting and auditing rules and regulations. Whereas, training materials shall be covered by TESDA.

Immediate dissemination of this Memorandum to all concerned is desired.

**LIST OF PARTICIPANTS**

	<b>Teacher</b>	<b>NC</b>	<b>Station</b>
1	Neal Erwin Sierra	Carpentry	Manambrag
2	Vilma Cayobit	BPP, FBS	Viga RDHS
3	Albert Azul	EIM	Tubli NHS
4	Promencio Aguilar	Animal Production: Swine ,Poultry raising & livestock production (cattle & goat raising)	Cabugao IS
5	Jovito Manoguid	Carpentry	Bato RDHS
6	Shirley Villaflor	BPP	Bagamanoc RDHS
7	Fe P. Agunday	Cosmetology, wellness massage	CNHS
8	Shirley Escote	Horticulture	CNHS
9	Salve Asanza	BPP	CNHS
10	May Tablizo	Commercial Cooking, BPP, Bartending	CNHS
11	Noel Torreña	Carpentry, Horticulture	San Miguel RDHS
12	Rudy Tuldac	Horticulture	Mayngaway
13	Jessica Torreja	Horticulture, Commercial Cooking, Dressmaking	Mayngaway
14	Ruby Mae Ogalinola	BPP, FBS	Tambongon NHS
15	Vilma Ibatuan	Dressmaking	Cobo IS
16	Melvin Ibatuan	EIM	Cobo IS
17	Jerick Manlangit	CSS	Calatagan HS
18	Oliver Tabuzo	BPP	Calatagan HS
19	Evelyn Asanza	BPP	Caramoran RDHS
20	Ruben Villarino	EIM	Antipolo NHS
21	Elena Taroy	Horticulture	Manambrag NHS
22	Joseph Cabrera	Horticulture	Caramoran SF
23	Roda Nepomuceno	FBS, Dressmaking	CNHS
24	Romeo Vargas	CES	CNHS
25	Catherine Villon	FBS, BPP	SAVS