



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

CID-2024- 426

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public Schools District Supervisors
Identified Education Program Supervisors
Division Youth Formation Coordinators
Division Guidance Program Coordinator
Private Secondary School Heads
Private Secondary School TVL Coordinators
Private Secondary School Guidance Coordinators
Mrs. Chona A. Lasib – Guidance Coordinator III of Digos City NHS
All Others Concerned

Subject : **CONDUCT OF ORIENTATION AMONG PRIVATE SECONDARY SCHOOL HEADS, SCHOOL TVL COORDINATORS AND SCHOOL GUIDANCE COUNSELORS/DESIGNATES ON POLICY IMPLEMENTATION OF DEPED ORDER NO. 54, S. 2022, RE: GUIDELINES ON THE SELECTION OF SHS-TVL SPECIALIZATIONS**

Date : October 2, 2024

Pursuant to DepEd Order No. 54, s. 2022, re: Guidelines on the Selection of SHS-TVL Specializations, the Schools Division Office of Digos City shall conduct an Orientation to Private Schools on the Policy Implementation on the Guidelines on the Selection of SHS-TVL Specialization on October 15, 2024 from 8:00 AM to 5:00 PM. Venue shall be announced through the chat group.

The following are the participants of this activity:

1. Private School Heads
2. Private School TVL Coordinators
3. Private School Guidance Coordinators/Counselors/Designates
4. CID and SGOD Chiefs
5. Division Private Schools Focal Person
6. Division Senior High School Focal Person
7. Division TVL Focal Persons
8. Division Youth Formation Coordinators
9. Division Guidance Program Coordinator
10. Guidance Coordinator III of Digos City NHS

This orientation aims to equip Private School Heads, School TVL Coordinators, and School Guidance Coordinators/Designates for the smooth implementation of the guidelines set in DepEd Order No. 54, s. 2022 on the selection of SHS-TVL specialization and to enable schools to organize data from learners, and from the national, regional, and local government priority documents and data sources to determine capacity of schools to offer identified TVL specialization.



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

Hence, this Office hereby directs all participants to participate in the abovementioned activity. Participants shall be at the venue 10 minutes before the program starts.

Enclosed in the Division Memorandum is the Matrix of the orientation.

Travelling and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

For and in the absence of the
Schools Division Superintendent:

Sollie B. Oliver 10/2/24
SOLLIE B. OLIVER, MATE, JD
Chief Education Supervisor, SGOD
Officer In-Charge *SO*



Enclosed: As stated.

CID/jbc





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 Digos City



ORIENTATION MATRIX
 October 15, 2024
 Venue: To be announced

Time (DAY 1)	Session Objectives	Activity/ Session	Expected Outputs	Topic/ Content	Methodology	Person Responsible	Resources Needed
7:30 am - 8:00 am	To register the participants	Registration	Attendance	None	None	TWG	Attendance sheets
8:00 am – 8:20 am	To situate the participants	Opening Program	Opening of the Program	None	AVP	TWG	Laptop, projector, screen, sound system, preliminaries
8:20 am - 8:40 am	To answer the pre-test to determine participants prior knowledge	Pre-Test	Scores in the Pre-Test	D.O. 54 S, 2022	Multiple Choice (Pre-Test)	Miss April Rose A. Alcala	Paper and pencil test
8:40 am- 9:00 am	To give the participants the overview of the activity	Overview		Rationale of the Activity	Presentation/ Discussion	Dr. Gemma P. Salanga	Laptop, projector, screen, sound system, PPT
9:00 am – 10:30 am	To orient the participants on D.O. 54 s. 2022	Session 1: D.O. 54 s. 2022	Guided the participants how DO 54, s. 2022 should be implemented	D.O. 54 s.2022: Guidelines on the Selection of SH-TVL Specializations	Lecture and Presentation	Dr. Beverly S. Daugdaug	Laptop, projector, screen, sound system, PPT
10:30 am - 11:30 am	To help participants deepen their understanding concerning Senior High School tracks, strands and exits	Session 2: Senior High School Tracks, Strands and Exits	Refreshed participants knowledge concerning SH tracks, strands and exits	Senior High School Tracks, Strands and Exits TVL Sectors Pairing TVL Specializations (to meet requirement)	Lecture and Presentation	Division Senior High School Focal Dr. Gemma P. Salanga	Laptop, projector, screen, sound system, PPT
11:30 am - 12:00 nn	To orient participants on the various forms to accomplish and its procedures	Session 3: D.O. 54 s. 2022 Forms and Procedures	Samples of Accomplished Forms	Forms to be accomplished in the implementation of DO 54, s. 2022	Lecture and Presentation	Mr. Neil D. Bongcayao	Laptop, projector, screen, sound system, PPT
12:00 nn - 1:00 pm	LUNCH						
1:00 pm - 2:30 pm	to orient participants on the guidelines of the Career Guidance Program	Session 4: Career Guidance Program Guidelines			Lecture and Presentation	Mrs. Chona Lasib	Laptop, projector, screen, sound system, PPT
2:30 pm - 4:00 pm	to craft a Comprehensive Annual Plan of Action on the Implementation of DO 54, s. 2022 and	Session 5: Crafting of Comprehensive Annual Plan of Action on the	Comprehensive Annual Plan of Action		Discussion, planning, workshop	April Rose A. Alcala	Laptop, sound system, Simplified CAPA Template



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	Career Guidance PPAs	implementation of the Career Guidance PPAs					
4:00 pm - 4:30 pm	To answer the Post-test	Post-Test	Scores in the Post-test	D.O. 54 S, 2022	Multiple Choice (Post-Test)	Miss April Rose A. Alcala	Paper and pencil test
4:30 PM - 5:00 PM		Closing Program					

Master of Ceremony:

April Rose A. Alcala
Administrative Officer II

