



Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
*Barangay 6, Casisang, City of Malaybalay*

Telefax # 088-813-2894 or 221-4597, E-mail add: [dpmlyblycity@yahoo.com](mailto:dpmlyblycity@yahoo.com)

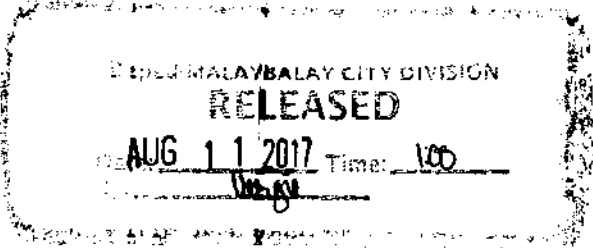


DIVISION MEMORANDUM

No. 388, s. 2017

TO: Chief Education Program Supervisors and Staff, SGOD and CID  
Public Elementary/Secondary School Heads  
This Division

FROM:  EDILBERTO L. OPLENARIA, CESO VI  
Schools Division Superintendent



SUBJECT: FIRST SPECIALIZED SKILLS ENHANCEMENT TRAINING AND ASSESSMENT OF TEACHERS

DATE: August 1, 2017

1. Pursuant to Republic Act No. 10533 also known as the *Enhanced Basic Education Act of 2013* and moving towards the realization of K to 12 Curriculum goals which aims to produce learners that are ready to be part of the workforce. This Office announces the conduct of the *1st Specialized Skills Enhancement Training and Assessment of Teachers* in different qualifications. Orientation of participants will be done on August 22, 2017 at the venue to be announced later.

2. This specialized skills training offers the following qualifications:

Qualifications	No. of Days Required	Training Venue
Carpentry NC II	5 Saturdays	Bukidnon National High School
Cookery NC II	9 Sundays	Bukidnon National High School
Food and Beverage NC II	9 Sundays	Bukidnon National High School
Driving NC I	5 Saturdays	Bukidnon National High School
ICT- Computer System Servicing	5 Saturdays	Bukidnon National High School
Agricultural Crop Production NC II	6 Saturdays	Bukidnon National High School
Agricultural Crop Production NC III	6 Saturdays	Bukidnon National High School

3. Participants are limited to a maximum of ten (10) per qualification (first come first serve) and required to submit Letter of Intent and Recommendation from their school head to the School Division Superintendent, Attention: Mr. Luis S. Alajar Jr. EPS in TLE before August 15, 2017. Hence, participants should bring the following during the training:

- 3.1 Ingredients/tools/minor equipment needed in each qualifications
- 3.2 Personal Protective Equipment (PPE)
- 3.3 Eight (8) pieces Passport size picture (TESDA standard)

4. School Heads shall give priority to teachers teaching EPP/TLE subjects without National Certificate and shall make necessary arrangements as to who will handle the affected schedule of teachers qualified to attend this training and assessment.

5. The following are the Training Manager/TWG and the Core of Trainers.

1.	Luis S. Alajar Jr	- EPS in TLE	Training Manager/TWG
2.	Mary Anne A. Gabia	- TMC I	Agricultural Crop Production
3.	Freddie L. Zamora	-TMC I	Driving
4.	Lloyd Dawnee B. Alajar	-TMC I	Carpentry
5.	Kristine R. Lago	-TMC I	Computer Systems Servicing
6.	Eric P. Ramoso	-TMC I	Food and Beverage Services
7.	Irene C. Gambi	-TMC I	Cookery

6. There will be NO REGISTRATION fee for this training, meals and snacks and venue during the orientation of the participants shall be charged to HRTD funds while traveling expenses, consumable materials that will be used during the training, assessment fee and other incidental expenses relative to the conduct of the training shall be charged against School MOOE/Local Funds, GPTA and other funds subject to the usual accounting and auditing rules and procedures.

7. Corresponding service credit shall be given to teachers who will successfully finish the said activity as per DepEd Order No. 53, s. 2003.

8. Immediate dissemination and compliance of this Memorandum is desired.