



Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

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DIVISION MEMORANDUM

No. 046, s. 2015

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ed-MALAYBALAY CITY DIVISION  
**RELEASED**

DATE: FEB 13 2015 Time: 1:26 PM  
*[Signature]*

TO : Education Program Supervisors/Coordinators  
Public Schools District Supervisors  
Secondary School Heads  
This Division

FROM : *[Signature]*  
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent

SUBJECT: ASSESSMENT OF GRADE 9 TECHNOLOGY AND LIVELIHOOD EDUCATION (TLE) PUBLIC SCHOOL TEACHERS

DATE : February 13, 2015

1. Pursuant to DepEd Order No. 45, s. 2014 and Joint Circular No. 1, s. 2014 dated September 9, 2014 re Assessment of DepEd Technology and Livelihood Education (TLE) Grade 9 Public Secondary School Teachers approved by the Technical Education and Skills Development Authority (TESDA and the Department of Education (DepEd), shall undergo assessment on the TLE area/subject they are teaching.

2. Steps on the assessment and certification process below shall be observed:

- a. The TLE teachers who will undergo assessment shall secure Travel Authority duly signed by their respective school heads if within the province, and duly signed by Schools Division Superintendent (SDS) duly recommended by their respective School Heads if the assessment center will be outside the province.
- b. The TLE teacher shall attach a Certificate of Appearance from the Assessment Center (AC) to support their claim for the meal allowance.
- c. The AC shall attach the teacher's Certificate to the Statement of Account for their claim at the Division Office.
- d. In case the TLE teacher/s failed to pass the assessment and received only a Certificate of Competency (COC), this Office should be informed, attention: Mr. Luis S. Alajar, Jr EPS in TLE for the scheduling of possible assessment training.
- e. It is expected that all TLE teachers teaching TLE Grade 9 should be assessed and certified before March 15, 2015.

3. The following are the TESDA Centers with the area/specialization being offered:

Area/Specialization	Service Providers/TESDA Center	National Certification	Address
Animal Production	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
Horticulture	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
FoodTech	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
Commercial cooking	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
Crop Production	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
Agro-Fishery	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
SMAW	PTC-Valencia	NC II	Valencia City
ICT	TESDA-Valencia	NC II	Valencia City
Automotive	PTC-Valencia	NC II	Valencia City
Cookery	Kinoguitan Agricultural NHS	NC II	Kinoguitan, Misamis Oriental
Food & Beverage	Polytechnic College Maramag/ Kinoguitan Agricultural NHS	NC II	Maramag, Bukidnon/ Kinoguitan, Misamis Oriental
Electronics	PTC-Valencia	NC II	Valencia City
Dressmaking	COBSAT	NC II	Cagayan de Oro City
Technical Drawing/CAD	Tagoloan, Misamis Oriental	NC II	Cagayan de Oro City

4. Other incidental expenses incurred like transportation, snacks, and other related expenditure are chargeable against school, PTA and other funds except MOOE subject to the usual accounting and auditing policies, rules and regulations

5. Immediate dissemination of and strict compliance with this Memorandum is directed.



Republic of the Philippines  
**Department of Education**

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10 NOV 2014

DepEd ORDER  
No. **45**, s. 2014

**GUIDELINES ON THE ASSESSMENT OF GRADE 9 TECHNOLOGY AND LIVELIHOOD  
EDUCATION (TLE) PUBLIC SECONDARY SCHOOL TEACHERS**

To: Regional Directors  
Schools Division Superintendents  
Heads, Public Secondary Schools  
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of Joint Circular No. 1, s. 2014 dated September 9, 2014 entitled *Assessment of DepEd Technology and Livelihood Education (TLE) Grade 9 Public Secondary School Teachers* approved by the Technical Education and Skills Development Authority (TESDA) and the Department of Education (DepEd).
2. The Joint Circular aims to provide TLE teachers with an additional credential that will certify their competence to teach a technical-vocational course and be assessed by the end of year 2014.
3. The TLE regional supervisors shall be responsible for the assessment and certification process.
4. The steps on the assessment and certification process below shall be observed.
  - a. The TLE teachers who will undergo assessment shall be provided with Travel Authority duly signed by their respective school heads.
  - b. The TLE teacher shall attach a Certificate of Appearance from the Assessment Center (AC) to support their claim for the meal allowance.
  - c. The AC shall present to the regional office (RO) a Statement of Account equivalent to the number of teachers assessed.
  - d. The AC shall attach the teacher's certificates to the Statement of Account.
  - e. The regional director through the TLE regional supervisor shall manage the fund for the assessment of the TLE teachers.
  - f. In case they only receive a Certificate of Competency (COC), the TLE teacher will go back for assessment of the other competencies. However, they will have to pay for the assessment fee on their own.
  - g. It is expected that all TLE teachers should be assessed and certified at the end of 2014.

5. The RO will submit a report on the list of names per school/schools division/region of assessed Grade 9 TLE teachers per specialization, including those by its TESDA Assessment Centers. This list shall be submitted to the **Bureau of Secondary Education (BSE)-Curriculum Development Division (CDD)**, DepEd Central Office, 3<sup>rd</sup> Floor, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City.

6. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR: ARMIN A. LUISTRO FSC**  
Secretary

Encls.:

As stated

Reference:

N o n e

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

ASSESSMENT  
Learning Area, TECHNOLOGY AND LIVELIHOOD EDUCATION  
POLICY  
RULES AND REGULATIONS  
SECONDARY EDUCATION  
TEACHERS

Model: Guidelines on Assessment of Grade 9  
0723-October 22, 2014/10-24/10-29/11-3

(Enclosure to DepEd Order No. 45, s. 2014)



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

JOINT CIRCULAR No. 1 s. 2014  
September 9, 2014

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**TO :** DepED and TESDA Regional Directors  
TESDA Provincial Directors  
Schools Division Superintendents  
All Public Secondary School Heads

**SUBJECT: Assessment of DepED Technology and Livelihood Education (TLE) Grade 9 Public Secondary School Teachers**

In line with the goal of the K to 12 Basic Education Program (BEP) to produce graduates who are ready for higher education, middle level skills development, employment and entrepreneurship, the Department of Education (DepED) and Technical Education and Skills Development Authority (TESDA) hereby issue a joint circular to hold the Assessment of Grade 9 TLE Teachers. All TESDA Regional Offices (ROs) are hereby instructed to facilitate the assessment of the DepED teachers through DepED Regional Offices (ROs) and Division Offices (Dos).

**I. Rationale**

Section 13.2 of the Implementing Rules and Regulations of the Enhanced Basic Education Act of 2013 provides that teachers who will teach specialized subject in the secondary education shall possess the necessary certification issued by TESDA.

The provision in TESDA Circular No. 09, series of 2014, *Implementing Guidelines on the Conduct of the 2014 National Competency Assessment and Certification (NATCAC)*; states that one of the target clients for NATCAC is the Department of Education public school teachers.

TESDA is committed to assist the Department of Education in the assessment of its Technology and Livelihood Education (TLE) Grade 9 teachers, including the implementation of mandatory assessment of students under the K to 12 BEP. All TESDA Regional Offices are hereby instructed to facilitate the assessment of the DepEd teachers through DepED ROs and DepED DOs under the NATCAC program.

## **II. Purpose**

To provide TLE teachers with an additional credential that will certify their competence to teach a technical-vocational course and be assessed by the end of year 2014.

## **III. Coverage**

This Circular covers the region and division offices and public secondary schools of DepEd and regional and provincial offices of TESDA.

## **IV. Guidelines**

The following arrangements on the assessment of Grade 9 TLE teachers shall be followed:

1. By the end of December 2014, the TESDA and DepEd ROs shall ensure that all TLE teachers handling Grade 9 must have been assessed and certified.
2. The DepEd ROs shall coordinate with the TESDA ROs regarding the schedule of the TLE teachers. (Attached herewith are the lists of teachers, by qualification, by province).
3. The TESDA Regional and Provincial Offices (POs) shall coordinate the schedule of assessment in TESDA-accredited assessment centers and venues. The schedule of the NATCAC for the DepEd teachers shall be extended until 30 November 2014.
4. The DepEd Central Office (CO) shall subsidize the cost of assessment at P550.00 per teacher regardless of the qualification. The P550 subsidy shall include the P50.00 certification fee (cost of the National Certificate and/or Certificate of Competency). The corresponding amount shall be downloaded by the DepEd CO to the DepEd (ROs). However, for qualifications costing more than P550.00, the balance, maximum of P500.00 shall be shouldered by TESDA RO chargeable against the NATCAC budget.
5. The TESDA-Accredited Assessment Center (AAC) shall submit to the TESDA – PO a Statement of Account equivalent to the number of teachers who were assessed by the Center.
6. The TESDA-PO shall submit to the TESDA-RO the statement of account together with the National Certificates of successful teachers who were found competent during the assessment.
7. The TESDA-RO shall forward the Statement of Account, including the Certificates to the DepEd (RO) for payment.

8. In case a teacher does not achieve competence in all the units of competency that comprises a qualification or he/she demonstrated competence only in some units of competency, the said teacher will shoulder the cost for re-assessment.
9. The TESDA and the DepEd ROs shall ensure that all TLE teachers must have been assessed by the end of 2014.
10. DepED and TESDA shall issue more detailed guidelines to operationalize these arrangements.

**V. Effectivity**

This Circular shall take effect immediately.

  
**EMMANUEL JOE J. VILLANUEVA**  
Director General, TESDA

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary, DepED