



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Kalibo, Aklan



August 16, 2018



**DIVISION MEMORANDUM**  
No. 247, s. 2018

**DIVISION SKILLS ENHANCEMENT TRAINING FOR EDUKASYONG  
PANTAHANAN AT PANGKABUHAYAN (EPP) TEACHERS**

To: **Chief Education Supervisors**  
**Education Program Supervisors/Coordinators**  
**Public Schools District Supervisors**  
**Principals/Head Teacher In-Charge of the District**  
**Senior/Education Program Specialists**  
**Heads of Public Elementary and Integrated Schools**

1. The Department of Education (DepEd) Division of Aklan will conduct the Division Skills Enhancement Training for Edukasyong Pantahanan at Pangkabuhayan (EPP) Teachers at the 3<sup>rd</sup> Floor Kalibo Municipal Building, Kalibo, Aklan on August 30-31 and September 1, 2018.
2. This activity aims to provide EPP teachers with the concrete understanding and skills necessary in teaching the different competencies in EPP.
3. There will be four (4) participants per district to this training composed of EPP district coordinators and EPP teachers. They will conduct the same training for all EPP teachers in their respective districts.
4. The training matrix is found in Inclosure No. 1 and the materials to be brought by the participants in Inclosure No. 2.
5. A registration fee of One Hundred Sixty (Php 160.00) pesos will be charged each participant. Other expenses relative to this training will be charged to the HRTD Funds.
6. School heads concerned are reminded of the "no disruption of classes" policy. Appropriate measures should be implemented in order to ensure that make up classes shall be held by teachers who will participate in this activity. Also, adjustments in class schedules may be made so that the learners of these teachers are taken care of.
7. Participation to this training will be given service credits/compensatory time-off as per DepEd order No. 53, 2003.
8. Immediate and widest dissemination of this Memorandum is earnestly desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

  
**PATROCENIA Y. MAMBURAM**  
Administrative Officer V  
Administrative Services  
In-Charge of the Division  


MIT/cdb

*"May katawhayan ag kalipayan sa among mga escuelahan."*

Inclosure No. 1 to the Division Memorandum No. 247, s. 2018

**DIVISION SKILLS ENHANCEMENT TRAINING FOR EDUKASYONG PANTAHANAN AT PANGKABUHAYAN (EPP) TEACHERS**  
 3<sup>rd</sup> Floor Kalibo Municipal Building, Kalibo, Aklan  
 August 30-31 and September 1, 2018

**TRAINING MATRIX**

Time	Day 1 Thursday August 30, 2018	Day 2 Friday August 31, 2018	Day 3 Saturday September 1, 2018
8:00 - 8:30 A.M.	Registration	MOL	MOL
8:30 - 9:00 A.M.	Opening Program		
9:00 - 12:00 P.M.	Silk Screen Preparation and T-shirt Printing <b>Mr. Joseph Neil E. Carmen</b> <b>Mr. Nelson E. Carmen</b> <b>Mr. Sulficio Rogan</b>	Pattern Drafting and Sewing Pajama and Household Linens <b>Mrs. Shienna Grace I. Villaneva</b>	Fruit and Vegetable Preservation <b>Mrs. Amor I. Magstisi</b>
12:00 - 1:00 P.M.	Lunch Break		
1:00 - 4:30 P.M.	Recycling <b>Mrs. Gemma I. Robiso</b>	↓	Gulayan sa Paaralan (GPP) <ul style="list-style-type: none"> <li>• Deep Dug Land Preparation</li> <li>• Seed Processing</li> <li>• Nursery and Seedling Management</li> <li>• Liquid Fertilizer Preparation</li> </ul> <b>Mr. Florence I. Iman</b>
4:30 - 5:00 P.M.			Closing Program
Expected Output	<ul style="list-style-type: none"> <li>• printed T-shirt</li> <li>• recycled Products</li> </ul>	<ul style="list-style-type: none"> <li>• pajamas</li> <li>• household Linens</li> </ul>	<ul style="list-style-type: none"> <li>• preserved fruits and vegetables</li> <li>• processed and stored seeds</li> <li>• organic liquid fertilizer</li> </ul>

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**1. Silk Screen Preparation and T-shirt Printing**

- squeegee
- silk screen with frame 10"x10" – 2 pcs.
- photo emulsion
- sensitizer
- hardener
- textile paint
- pail
- basin
- syringe for sensitizer
- extension wire
- dryer/blower
- t-shirt
- exposing device

**2. Pattern Drafting and Sewing Pajama and Household Linens**

- sewing kit
- hand needle
- pin cushion
- pins
- thread
- pencil
- pair of scissors
- tailor's chalk
- tape measure
- pattern paper
- garter
- cloth for pajama, ref cover and other household linens

**3. Recycling**

- plastic bottles
- pair of scissors, etc.

**4. Gulayan sa Paaralan (GPP)**

- ripe tomato/eggplant
- seeds of mungo, ampalaya and upo
- sweet potato
- knife, nail cutter, pin
- glass bottle with rubberized cap
- charcoal, naphthalene balls
- wood ash
- tissue paper

**5. Fruit and Vegetable Preservation**

- Personal Protective Equipment (PPE)
- fruits in season
- sugar

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