



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF AKLAN**

July 26, 2024

**DIVISION MEMORANDUM**

No. 316, s. 2024

**SUBMISSION OF SUPPORTING DOCUMENTS REQUIRED FOR THE OFFERING OF  
NEW SENIOR HIGH SCHOOL TECHNICAL VOCATIONAL LIVELIHOOD (TVL) SPECIALIZATIONS**

To: **OIC, Office of the Assistant Schools Division Superintendent**  
**Chief Education Supervisors**  
**Education Program Supervisors**  
**Public Schools District Supervisors/Principals In-Charge of the Districts/Head Teachers**  
**In-Charge of the Districts**  
**Heads of Secondary and Integrated Schools Concerned**  
**All Others Concerned**

1. Relative to the implementation of DO No. 54, s. 2022 titled "Guidelines on the Selection of SHS Technical Vocational Livelihood Specialization," all new TVL Specializations to be offered as reflected in Annex E need supporting documents to be submitted to the Regional Office, as follows:
  - a. Certification on the availability of laboratory classrooms, tools and equipment, and learning resources;
  - b. Copies of valid National Certificate of teachers teaching the specialization;
  - c. Class Program following the Unified Senior High School Offerings signed by the Education Program Supervisor for EPP/TLE/TVL and Chief Education Supervisor of the Curriculum Implementation Division (Regional Memorandum No. 441, s. 2024, Division Memorandum No. 314, s. 2024); and
  - d. Duly notarized Memorandum of Agreement on Work Immersion for SY 2025-2026.
2. Hard copies must be submitted to the Records Office in 2 properly-tabbed folders, addressed to the Schools Division Superintendent through the Education Program Supervisor for EPP/TLE/TVL. Deadline of submission must be on or before August 9, 2024.
3. Immediate and widest dissemination of this Memorandum is strongly advised.

**Dr. FELICIANO C. BUENAFE, JR., CESO VI**

Schools Division Superintendent

Enclosure: None  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
**SENIOR HIGH SCHOOL**

**TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK**

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Poblacion, Numancia, Aklan  
Tel/Fax No.: (036) 265 3744 | (036) 265 3737 | (036) 265 3738  
Website: <http://www.depedaklan.online>  
Email Address: [aklan.1958@deped.gov.ph](mailto:aklan.1958@deped.gov.ph)