

### Republic of the Philippines

## Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

13 March 2025

DIVISION MEMORANDUM No. 194 s. 2025

# INVENTORY ON TEACHER SPECIALIZATION AND TRAINING AND JOINT DELIVERY VOUCHER PROGRAM (JDVP) OF THE SENIOR HIGH SCHOOL (SHS) FOR SCHOOL YEAR 2024-2025

To: Assistant Schools Division Superintendent

Chief Education Supervisor

Heads, Public Elementary and Secondary Schools

Heads, Unit/Section All Other Concerned

- 1. In reference to **DM-OUHROD-2025-0367**, this office through the Curriculum and Learning Management Division (CLMD) informs the field about the process of conducting an inventory survey of teacher specialization and training and JDVP of SHS for SY: 2024-2025.
- 2. The mechanisms, procedures, and standards stipulated herein shall guide all DepEd offices and schools, including the heads of offices, and DepEd personnel on the implementation of the program.
- 3. For more information, please contact BHROD-SED via email at bhrod.sed@deped.gov.ph or through landline number (02) 8633-5397.
- 4. Attached is copy of DM-OUHROD-2025-0367 for complete detail of the process.

5. Immediate dissemination and strict compliance of this Memorandum is desired.

CELEDONIO BEALDERAS JR. Schools Division Superintendent

Encl.: As stated

Reference: RM No. 173, s. 2025

To be Indicated in the <u>Perpetual Index</u> Under the following subjects:

JDVP

ASSESSMENT

TRAINING

SURVEY

CID – inventory on teacher specialization and training and joint delivery voucher program (jdvp) of the senior high school (shs) for school year 2024-2025 RECG97GP-004182 / March 13, 2025





Address: Brgy. Potol, Tayabas City Telephone No.: (042) 785-9615

Email Address: tayabas.city@deped.gov.ph Website: https://www.sdotayabascity.ph







## Department of Education REGION IV-A CALABARZON

10 March 2025

Regional Memorandum No. 173 s. 2025

## INVENTORY ON TEACHER SPECIALIZATION AND TRAINING AND JOINT DELIVERY VOUCHER PROGRAM (JDVP) OF THE SENIOR HIGH SCHOOL (SHS) FOR SCHOOL YEAR 2024-2025

### To Schools Division Superintendent

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ATTY. ALBERTO T. ESCOBARTE, CESO II

A Regional Director

02/ROC5



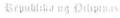
Address: Gate 2, Karangalan Village, Cainta, Rizal

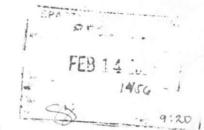
Telephone No.: 02-8682-2114

Email Address: region4a@deped.gov.ph Website: depedcalabarzon.ph









## Department of Education

#### OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2025- 026FEG 14 2075

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TO

REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

CURRICULUM AND LEARNING MANAGEMENT DIVISION

CURRICULUM IMPLEMENTATION DIVISION PUBLIC SCHOOL DISTRICT SUPERVISORS

SCHOOL HEADS

ALL OTHERS CONCERNED

FROM

WILFREDO E. CABRAL

Undersecretary for Human Resource and Organizational Development

JANIR TY DATUKAN

Assistant Secretary and Officer in Charge

Office of the Undersecretary for Curriculum and Teaching

SUBJECT

INVENTORY ON TEACHER SPECIALIZATION AND TRAINING AND JOINT DELIVERY VOUCHER PROGRAM OF THE SENIOR HIGH SCHOOL FOR SCHOOL YEAR 2024-2025

DATE | February 12 2025

The Department of Education (DepEd) remains committed to advancing reforms in Basic Education through its five-point agenda, which includes enhancing learning delivery and developing a future-ready workforce. A key initiative under this agenda is revitalizing the Senior High School (SHS) Program, focusing on curriculum review and improved implementation. To support this undertaking, the Human Resource and Organizational Development (HROD) Strand is assessing strategies, beginning with a comprehensive teacher inventory.

in this regard, an inventory survey will be conducted to gather data on:

1. Current curricular offerings in Senior High Schools

2 SHS teachers demographics, subjects taught, specializations, and training across all strands;

3. School partnerships for the Work Immersion (WI) Program and the Joint-Delivery Voucher Program for SHS-Technical Vocational Livelihood (SHS-TVL).

Please refer to Annex A for the complete guide on the process of data collection and form submission access.











To ensure a clear understanding of data requirements and specifications, a virtual technical support meeting will be held on February 14, 2025 from 1:30 PM to 3:00 PM via MS Teams with CLMD and CID representatives. Please limit meeting attendees to (1) one per Region and Schools Division. The meeting link can be accessed at: https://bit.ly/SHSInventoryMeeting.

questions or concerns, please contact email BHROD-SED bhrod.sed@deped.gov.ph or through landline number (02) 8633-5397.

Your prompt attention and cooperation are highly appreciated.

Copy Furnished:

OFFICE OF THE SECRETARY Department of Education







Doc. Ref. Code PAWIM-F-026 Rev 00
Effectivity 09:20:21 Page 2 of 3



#### Annex A

## Process Flow for the SHS Teacher and JDVP SHS TVL Program Delivery Inventory for SY 2024-2025

	Governance Level	Persons Involved	Timeline
1	Schools	SCHOOL HEADS  • Download (1) one SHS Inventory form for data entry  • Answer the SHS Inventory form	
2	School District	PUBLIC SCHOOL DISTRICT SUPERVISOR (PSDS)  Collects and consolidates submission of schools within the district  Ensures the accuracy and completeness of the following school data:  Personal information  Subjects being taught  Training and certification  Partners in Work Immersion and SHS JDVP-TVL Program  Ensures that schools should only have (1) one SHS Inventory form  Submits the verified inventory form to the SDO-CID	February 12 ~ 21, 2025
3	Schools Division Office (SDO)	CURRICULUM IMPLEMENTATION DIVISION (CID)  Receives and monitors SHS Inventory submission of schools  Ensures (1) one form submission of schools, including accuracy and completeness of data entries  Provides technical assistance to Schools  Returns the form to schools with wrong entries or inconsistent information  Consolidates all forms for submission to ROs	February 24-26, 2025
4	Regional Office (RO)	CURRICULUM AND LEARNING MANAGEMENT DIVISION (CLMD)  • Provides technical assistance to SDOs  • Consolidates SHS Inventory forms from SDOs  • Ensures complete submission of SDOs  • Submits the consolidated forms to CO	February 26-28, 2025
5	Central Office (CO)	NATIONAL EDUCATORS' ACADEMY OF THE PHILIPPINES (NEAP) BUREAU OF HUMAN RESOUCE AND ORGANIZATIONAL DEVELOPMENT- SCHOOL EFFECTIVENESS DIVISION (BHROD- SED)  NEAP and BHROD-SED to provide technical assistance to ROs and SDOs  Monitor field submission Consolidate RO submission on or before March 3, 2025	March 03, 2025

#### Reminders:

- a. To access the SHS Inventory form and a quick guide, please use the following link: bit.ly/SHSInventory-2025
- b. Instructions for completing the form are provided within the survey sheets.





