



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

12 November 2025

DIVISION MEMORANDUM
No. 800 s. 2025

**THE JOINT DELIVERY VOUCHER PROGRAM FOR SENIOR HIGH SCHOOL
TECHNICAL-VOCATIONAL-LIVELIHOOD SPECIALIZATION DIVISION
INSPECTION AND MONITORING TEAM**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Relative to **DepEd Memorandum No. 006, s. 2023** dated March 21, 2023, this Office, through the Curriculum Implementation Division, informs all concerned of the composition of the **JDVP Inspection and Monitoring Team** who will conduct the on-site ocular visit to TVI partners as follows:

	Name	Designation
1	Edwin R. Rodriguez	CID Chief
2	Imelda C. Raymundo	SGOD Chief
3	Jerome A. Chavez	EPS, In-Charge of Senior High School
4	Louie L. Fulleo	EPS, Division JDVP Focal Person
5	Maria Corazon A. Borbon	EPS, SGOD
6	Montano L. Agudilla Jr.	SEPS, QAD and M&E
7	Geraldine M. Constantino	Asst. Principal, LPIHS
8	Cherry G. Hugo	School Head, BANHS
9	Mary Grace M. Cabili	School Head, Dapdap IS
10	Joy B. Go	School Head, WPNHS
11	Rempson P. Sumilang	School Head, RQIHS
12	Myra Flores	School JDVP Focal Person


2. Attached are the Monitoring and Evaluation Tool (Enclosure 1) to be used by the inspection and monitoring team and the list of TVI Partners (Enclosure 2).

3. Immediate dissemination of this Memorandum is directed.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


EDWIN R. RODRIGUEZ
Chief Education Supervisor – CID
Officer-in-Charge

Encl.: As stated

Reference: DepEd Memorandum No. 006, s. 2023

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

JDVP
TVL

INSPECTION
MONITORING

CID – the joint delivery voucher program for senior high school technical-vocational-livelihood specialization division inspection and monitoring team
CID7HOC2-002344/November 12, 2025

Enclosure 1

**CITY SCHOOLS DIVISION OF TAYABAS
JDVP-TVL Program Inspection Checklist**

Name of TVI:			
Address:			
Program(s) Applied:		Tel/Fax No.	Remarks
PROGRAM IMPLEMENTATION CHECKLIST		Observed	
		Yes	No
1. TEACHING AND LEARNING			
a) Presence and use of Training Plan (Indicating the nominal duration for each learning competency)			
b) Presence and use of Session Plan (Indicating the following)			
i. Learning competency			
ii. Learning outcome			
iii. Pedagogy			
iv. Assessment			
c) Presence and use of Progress Chart			
d) Presence and use of Trainee's Record Book (TRB)			
e) Records of assessment and intervention (if applicable)			
2. LEARNING SUPPORT/RESOURCES			
a) Presence and use of equipment, tools, and consumables necessary to deliver the program (good for 25 or more learners)			
b) Presence and use of instructional materials (such as reference materials, slides, videotapes, internet access and library resources) necessary to deliver the program			
c) Presence and use of Physical Facilities indicating floor area for hands-on training (good for 25 or more learners)			
d) Presence and use of shop layout of training facilities indicating the floor area			
e) Presence and use of Health and Guidance Services			
3. FACULTY			
a) List of faculties with their qualifications, and areas of expertise with UPDATED NTTC/TM/NC			
b) Presence of and/or record of Public SHS teacher-in-charge for monitoring			
4. AGREEMENT PROVISIONS			
a) No fees and other expenses are collected			
b) Free transportation and Insurance (as proposed by TVI partner)			
c) Free NC II Assessment			

Inspected by:

Conformed:

Division Inspection Team Member

Partner TVI Representative

Enclosure 2

List of TVI Partners

	Name of Technical Vocational Institution	Contact Person	Specialization
1	St. Anne College Lucena Inc.	Geronimo T. Gavilan	Cookery NC II
2	ACEBA Science and Tech. Institute (ASTI) Inc.	Arline B. Agawin	Computer System Servicing NC II
3	Banahaw Technological College, Inc.	Anjo E. Abustan	Automotive NC II & SMAW NC II
4	Yumi's Farm	Alicia A. Valdoria	OAP NC II
5	El Royale Hotelier Training Center Inc.	Michael L. Jalocon	Cookery NC II
6	Sure-Work Technological Institute and Assessment Center Inc.	Michella E. Dañez	EIM NC II
7	St. Gabriel College of Technology and Assessment Center Inc.	Myla Marie Y. Sablayan	Computer System Servicing NC II
8	CSTC, Inc.	Nelson D. Mendoza Niño Joseph Ballares	Computer System Servicing NC II
9	Community Technological College, Inc.	Raymarc J. Ramallosa	Cookery NC II
10	BWEST College Inc.	Marc-Konney L. Medina	Cookery NC II
11	Technical Skills System of Lucena, Inc.	Maria Ana P. Dayahan	EIM NC II