



Republic of the Philippines  
Department of Education  
REGION IV-A (CALABARZON)  
**CITY SCHOOLS DIVISION OF TAYABAS**  
Tayabas City



**DIVISION MEMORANDUM ORDER** 377

**TO:** OIC-SDS, CID and SGOD Chiefs, Education Program Supervisors, Private and Public SHS Principals, Division Private & Public SHS Coordinator, All persons concerned

**FROM:** CATHERINE P. TALAVERA, CESO VI  
Schools Division Superintendent *msb*

**SUBJECT:** Division Monitoring of SHS Class Program, and Work Immersion Implementation

**DATE:** November 15, 2018

In line with the Division SHS program “**One DepEd Tayabas, One Senior High School Implementation**”, there will be a constant monitoring as to the implementation and operation of our division SHS implementers.

In line with this, SHS principals are required to prepare and submit following documents to the monitoring team:

1. Class program (for the second semester)
2. Teacher’s program (teacher’s load)
3. Work immersion schedule
4. Documentary requirements in the conduct of work immersion as discussed during the division work immersion workshop

**SCHEDULE OF MONITORING**

<b>DATE</b>	<b>SCHOOL</b>	<b>MONITORING TEAM</b>
November 12, 2018	San Roque Parochial School Saint John Bosco	Ferdinand Glor, Joan Kathleen Brizuela
November 14, 2018	Luis Palad Integrated High School	Ferdinand Glor, Sancho Calatrava
November 15, 2018	Tayabas City Division Stand Alone Senior High School	Ferdinand Glor, Louie Fulleo
November 16, 2018	Aceba Science of Technology Inc	Ferdinand Glor

This serves as Travel Order to the monitoring officials.

CC: Imelda C. Raymundo, CID Chief  
Dr. Edwin R. Rodriguez, SGOD Chief  
Office file