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

July 26, 2017

DIVISION MEMORANDUM
No. 164, s. 2017

DIVISION ORIENTATION-CONFERENCE ON SENIOR HIGH SCHOOL (SHS) GUIDELINES ON WORK IMMERSION (DepED Order No. 30, s. 2017)

To: Chief Education Program Supervisors
Education Program Supervisors/Coordinators
Public Schools District Supervisors/
Principals/Head Teacher In-Charge of the District
Senior/Education Program Specialists
Division Legal Officer
Division Planning Officer
Heads of Public and Private Secondary/Integrated Schools
Offering Senior High School including STI College-Kalibo, Altavas College, and Aklan State University-SHS

1. There will be an orientation on Senior High School (SHS) Guidelines on Work Immersion on August 1, 2017, 8:30 A.M. to 5:00 P.M. at Gov. Corazon L. Cabagnot Tourism and Training Center, Old Buswang, Kalibo, Aklan.

2. This activity aims to:
   a. Orient all division personnel concerned on DepED Order No. 30, s. 2017, Guidelines on Work Immersion;
   b. Prepare all schools on the management and supervision of Work Immersion classes and activities;
   c. Review Memoranda of Agreement (MOA)/Understanding (MOU) and other documents related to Work Immersion; and
   d. Address and clarify issues and concerns regarding SHS social mobilization and partnership.

3. The participants to this activity will be:
   a. Chief Education Supervisors;
   b. Education Program Supervisors/Division Coordinators;
   c. Public Schools District Supervisors;
   d. Principals/Head Teacher In-Charge of the District;
   e. Senior/Education Program Specialists with Adopted Districts;
   f. Senior Education Program Specialist-Soc. Mob.
   g. Division Legal Officer;
   h. Division Planning Officer;
   i. School heads of public and private Senior High Schools.

4. **Each school head is instructed to bring hard copy of DepED Order No. 30, s. 2017, perfected/draft MOA and MOU, and other work immersion-related documents.**

5. A registration fee of Three hundred pesos (Php300.00) will be collected from each public and private secondary/integrated school, HEI, LUC and SUC participant. The registration fee and other related expenses may be charged against local funds, subject to the usual accounting and auditing rules and regulations.

6. Immediate and widest dissemination of this memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

Dr. DOBIE P. PAROHINOG
Chief Education Supervisor
Curriculum Implementation Division
In-Charge of the Division

Enclosure: None
Reference: DepED Order No. 30, s. 2017
To be indicated in the Perpetual Index
under the following subjects:

CONFERENCE CURRICULUM RULES AND REGULATIONS

TEACHERS

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