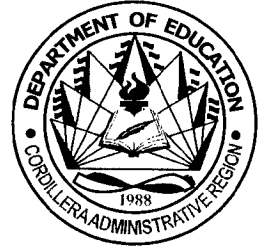


Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM

No. 037-2016, 2016

Schools Division Superintendents
All Divisions
Attention: SHS Division Focal Person

RECEIVED
FEB 05 2016
DEPED-CAR Time: 10:30

SUBJECT: Coordination Meeting of SHS Division Focal Persons Relative to the Procurement of Technical-Vocational Livelihood Track tools & Equipments.

1. There will be **coordination meeting** of all **SHS Division Focal Person** on February 11, 2016, to be included as one of the agenda in the Regional Management Committee Meeting.
2. Effective School Year (SY) 2016-2017, the K to 12 Basic Education Curriculum Senior High School will roll-out Grade 11 in the identified public schools, (Abra-27, Apayao-21, Baguio City-8, Benguet-45, Ifugao-21, Kalinga-13, Mt. Province-22 and Tabuk City-9) in different TVL strands.
3. On the above premise, this office is requesting the correct data of tools and equipment for the schools to offer the Tech-Voc track this coming SY-2016-2017 (Grade 11) as reference in the procurement of **priority and essential tools and equipment** as required in the offering of the course. Please use the template below:

Name of School/ Division	Tech-Voc Livelihood Track Offerings and other Pertinent Data							
	Tech-Voc Strand	No. of Students registrant (BEIS data) for Grade 11	List of Functional Tools & Equipment Available for Grade 11 specialization offerings			Priority Tools & Equipment to be procured for Grade 11 specialization offerings. (Indicate proper specification of tools & Equipment)		
Ex. Gigi NHS- Apayao	Bread & Pastry Production	25	Unit	Qty.	Description	Unit	Qty.	Description
			3	Pcs.	Pie cutter	6	Sets	Mixer
			2	Pcs.	Sheet pans	2	sets	Gas range
	EIM							

Note: For your reference in the specification of tools and equipment, download the updated data in the www.depedcar.ph

4. Data should be consolidated by schools per division to be presented during Regional Management Committee Meeting of February 11, 2016. (Submit soft and hard copy to the finance division on or before Feb. 11, 2016)
5. Immediate dissemination of and compliance to this memo is desired.


ELLEN B. DONATO, Ed.D., CESO III
Regional Director

Telephone Numbers:

Office of the Director IV	-422-4074	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-1318	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Non Formal Education Division	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014				
		Supply Unit	-422-2198				