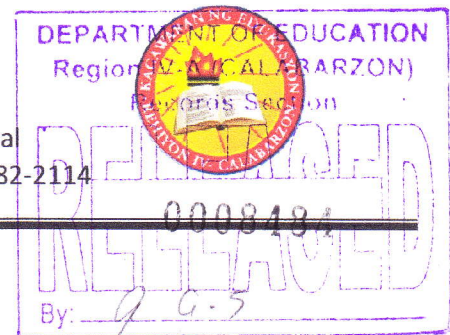


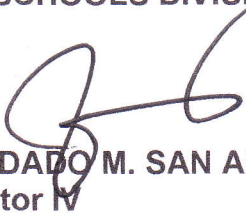


Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
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MEMORANDUM

To : ALL SCHOOLS DIVISION SUPERINTENDENTS

From :  DIOSDADO M. SAN ANTONIO
Director IV

Subject : ORIENTATION CUM WORKSHOP FOR THE SENIOR HIGH SCHOOL (SHS) PROGRAM DOCUMENTATION TEAMS

Date : June 4, 2015

The Enhanced Basic Education Act or Republic Act No. 10533 (RA No.10533) mandated the full enhancement and lengthening of basic education in the country. Senior High School (SHS) will be officially implemented nationwide starting with Grade 11 in SY 2016-2017 and Grade 12 in SY 2017 -2018.

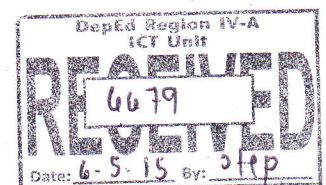
In line with this, an Orientation cum Workshop for the Senior High School (SHS) Program Documentation Teams will be conducted on **June 15-16, 2015 at NEAP Training Center, Malvar, Batangas.**

Schools Division SHS Program Documentation Team must be composed of the following:

1. SGOD Chief
2. CID Chief
3. EPS In-Charge of Private Schools
4. Schools Division SHS Coordinator

Regional SHS Program Documentation Team must be composed of the following:

1. QAD Officer-In-Charge/Regional SHS Coordinator
2. Division Chiefs (CLMD, HRDD, PPRD, FTAD & ESSD)
3. All QAD EPSs (4)
4. Documentation Staff (QAD)



The following should be brought to the orientation cum workshop:

1. Documents (hard copy of the documents submitted to the Central Office) of the application of private schools for the SHS Implementation.
 - List of the private schools for evaluation and ocular inspection by schools division is attached herewith. Division SHS Documentation Team must reach out to the identified private schools to ensure that they have the documents during the orientation cum workshop.
2. Laptops with CD-ROM.

Expenses for accommodation, meals, snacks, materials, supplies and other incidental expenses shall be charged against regional funds while expenses relative to the participants' attendance to the orientation cum workshop shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

First meal will be served during breakfast of June 15, 2015 and the last meal will be dinner of June 16, 2015.

Immediate and wide dissemination of this Memorandum is desired.