



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City




December 27, 2016

Division Memorandum
No. 849 s. 2016

**ORGANIZATIONAL CONFERENCE OF THE TECHNOLOGY AND
LIVELIHOOD EDUCATION (TLE) MUNICIPAL
COORDINATORS AND TLE OFFICERS**

To: Assistant Superintendents
CID and SGOD Chiefs
Education Supervisors/Coordinators
District Supervisors/OICs
Secondary School Heads

1. This Office announces the conduct of the Division Technology and Livelihood Education Conference on January 5, 2017 at 8:00 a.m. for the TLE updates re: the major of specialization offered in preparation of the next school year.
2. The participants are requested to bring the following:
 - List of TLE major of specialization offered by school in the municipality;
 - List of teachers with and without NC from the TESDA by school;
 - Major of specialization of teachers handling TLE by school; and
 - Number of learners per class/major area by school per teacher.
3. The participants to this Conference are the TLE Municipal Coordinators and TLE officers.
4. Expenses for meal/snacks shall be chargeable against Division MOOE Funds, while travel expenses of the participants shall be chargeable against School MOOE/SEF and other funds, subject to availability and the usual accounting and auditing rules and regulations.
5. See attached enclosure.
6. This Memorandum will serve as your Authority to Travel.
7. Immediate and wide dissemination of this Memorandum is desired.


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Schools Division Superintendent

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Enclosure A

Fill up this TLE Template

List of TLE major of specialization offered by school in the municipality

Municipality	School	Name of Teacher	TLE major offered	NC Holder of what field
Ex. Dumanjug	Cogon NHS	Ms. So & so	Cookery	NC II cookery

Number of learners per class/major area by school per teacher.

Name School	Name of Teacher	Major of Specialization	Major Offered	No. of Students

Municipal TLE Coordinator