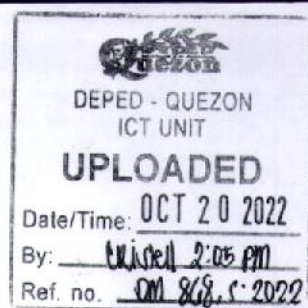




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



14 October 2022

DIVISION MEMORANDUM
DM No. 868, s. 2022

**APPLICATION FOR JOINT DELIVERY VOUCHER PROGRAM (JDVP) FOR
SENIOR HIGH SCHOOL TECHNICAL - VOCATIONAL - LIVELIHOOD
SPECIALIZATIONS FOR SCHOOL YEAR 2022 - 2023**

To: Assistant Schools Division Superintendents,
Division Chiefs,
Education Program Supervisors,
Education Program Specialists,
Division Planning Officer,
Public Schools District Supervisors,
School Heads of Secondary Schools with TVL Track Offerings,
Prospective JDVP-TVL Partners
All Others Concern

1. In preparation for the implementation of the **JOINT DELIVERY VOUCHER PROGRAM (JDVP) FOR SENIOR HIGH SCHOOL TECHNICAL - VOCATIONAL-LIVELIHOOD SPECIALIZATIONS FOR SCHOOL YEAR 2022 - 2023**, this Office, through the CID-IMS-SHS, enjoins the **prospective participating public Senior High Schools of DepEd Quezon** and the **prospective JDVP-TVL Partners** to consider Department Order No. 040, s. 2021, while waiting for the final instruction from the higher offices concerning the program mentioned above, in the preparation of documentary requirements for application to participate in the JDVP. This will be done to prevent delay in the submission of JDVP needed documents to the Regional Office and to make the JDVP documents error free.
2. Guided by the above mentioned Department Order, interested private SHSs, non-DepED public SHSs, and TESDA-accredited private TVIs may submit a hardcopy of

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letter of intent to participate in the program not later than **October 24, 2022**. Said letter addressed to the OIC-Schools Division Superintendent of the Schools Division of Quezon with complete means of verification (MOVs) as its attachments should be submitted to the Office of the Schools Division Superintendent. (Note: See the Attachment No. 2. Submission of additional documentary requirements will not be accepted after the timeline set by the Division.)

3. Likewise, DepED Quezon public Senior High Schools who have satisfied the program requirements based on DO 40, s. 2021, Part IV, Provisions 20a, 20b, and 20c may submit their intention to participate in the program not later than **October 24, 2022**. School applicants' **MOVs to Part IV, Provisions 20a, 20b, and 20c of DO 40, s. 2021** should be attached to the letter of intent together with the **accomplished JDVP Templates 11 and 14** (Note: Columns for Voucher Codes and JDVP-TVL Partners should not be accomplished yet by the public Senior High School applicants. See the attachment No. 1)
4. Screening of applicants for both JDVP partners and JDVP recipient - schools will be done by the DIVISION SPECIAL COMMITTEE ON THE IMPLEMENTATION OF JDVP on **October 24 – 31, 2022** and its result will be announced through a Division Memorandum not later than **November 11, 2022**.
5. Immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR, EdD
Assistant Schools Division Superintendent
Officer in-Charge
Office of the Schools Division Superintendent

cid-ims/jam/rqn/10/14/2022

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**CHECKLIST OF REQUIREMENTS FOR PUBLIC SHS-APPLICANTS TO PARTICIPATE IN
 THE JDVP FOR SCHOOL YEAR 2022 – 2023**

Name of School: _____ School ID: _____
 Name of School Head: _____ Contact No.: _____
 School JDVP Focal Person: _____ Contact No.: _____
 School District: _____ PSDS: _____

Requirements	MOVs
1. Letter of Intent to participate in the JDVP	Letter of intent signed by the School Head and Noted by the PSDS
2. List of TVL Specialized Subject/s to be Handled by the JDVP-TVL Partner (Note: This subject should be offered in the Second Semester of the SY 2022 – 2023.)	Class Program with Signature of School Authorities Showing the Specialized Subject/s to be Handled by the JDVP-TVL Partner
3. Appropriate Learning Environment Required of the Specialization	Description of Appropriate Learning Environment Required of the Specialized Subject to be Handled by the JDVP-TVL Partner
4. List of Resources Needed for TVL Specialized Subject Under the JDVP	List of Resources to be Provided by the JDVP-TVL Partner that are Needed for the Completion of the Specialized Subject/s
5. List of Proposed JDVP Beneficiaries Per Specialized Subject	Accomplished JDVP Templates 11 and 14
6. List of Specialized Subject/s for National Assessment	List of Specialized Subject/s for Assessment (NC II)
7. The school has been offering the SHS-TVL for the past four to five years.	Regional Office Issued Permit to Offer the SHS-TVL for Inclusion in the JDVP
8. The school has been ascertained to have inadequate facilities, equipment, tools and teachers for the TVL specialization for the past two or three years.	List of School Inadequacies in Terms of Facilities, Equipment, Tools and Teachers and Their Descriptions

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9. The school is located in areas where there are accessible private SHSs, non-DepEd public SHSs, or private TVIs, which can provide further instructions and training to learners to complete its needed TVL competencies and skills.

List of Private SHSs, non-DepEd public SHSs, or private TVIs, which can provide further instructions and training to the school – applicant's learners to complete the needed TVL competencies and skills

Note: Compile all documentary requirements using one long sized folder. Use ear tags to properly label the documents.

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CHECKLIST OF REQUIREMENTS FOR PROSPECTIVE JDVP-TVL PARTNERS OF DEPED QUEZON FOR SCHOOL YEAR 2022 – 2023

Name of JDVP-TVL Partner: _____ School ID/Gov't. Permit: _____
Complete Address of the Institution: _____ Contact No. _____
E-mail Address of the Institution: _____ No. of JDVP Trainers: _____
Head of the Institution: _____ Contact No.: _____
JDVP-TVL Partner Focal Person: _____ Contact No.: _____

Requirements for Private SHS/ Non-DepEd Public SHS	MOVs
1. Letter of Intent to participate in the JDVP and Accomplished Annex 1	Letter of Intent Annex 1 - Application Form for JDVP – TVL Partner
2. Certified true copy of the provisional permit to offer SHS – TVL issued by DepEd	Certified true copy of the provisional permit to offer SHS – TVL issued by DepEd
3. Board Resolution indicating the intention to participate and to comply with SHS-TVL Curriculum Learning Standards, including absorptive capacity of 25 learners per class, pedagogical requirements, and policies on assessment and rating system based on DepEd Order No. 8, s. 2015	Updated Board Resolution
4. Attestation that the applicant partner is within the eight – kilometer radius from the listed qualified DepEd public SHS	Properly signed attestation
5. Workable Taining Plan indicating the competencies to delivered, strategies to be employed, specific date of delivery, human and material resources needed, success indicators, possible risks and mitigation measures	Workable Training Plan
6. List of Qualified JDVP Trainers indicating the trainers' full name (alphabetically arranged-surname, first name, MI,	List of Qualified JDVP Trainers

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educational qualification including their NC or TM in any TVL Specialization, length of service in your institution or as training provider	Proof of Trainers' NC II or TM (Not EXPIRED, pls.) Trainers' Service Record
7. Acceptable Memorandum of Agreement between Your Institution and DepEd Quezon	Notarized Acceptable Memorandum of Agreement
8. Summarized Report on JDVP Implementation for the SY 2021 – 2022 indicating the name of DepEd Quezon school-partners, school address, Number of JDVP Beneficiaries per School Partner, Number of NC II Passers, Other Incentives Provided to School-Partners (if any)	
9. Problems Encountered with DepEd School – Partners (if any)	

Note: Compile all documentary requirements using one long sized folder. Use ear tags to properly label the documents.

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QUEZON FOR SCHOOL YEAR 2022 - 2023**

Name of JDVP-TVL Partner: _____ School ID/Gov't. Permit: _____
Complete Address of the Institution: _____ Contact No. _____
E-mail Address of the Institution: _____ No. of JDVP Trainers: _____
Head of the Institution: _____ Contact No.: _____
JDVP-TVL Partner Focal Person: _____ Contact No.: _____

Requirements for Private TVI	MOVs
1. Letter of Intent to participate in the JDVP and Accomplished Annex 1	Letter of Intent Annex 1 - Application Form for JDVP - TVL Partner
2. Certified True Copy of TESDA Accreditation	Certified True Copy of TESDA Accreditation
3. Board Resolution indicating the intention to participate and to comply with SHS-TVL Curriculum Learning Standards, including absorptive capacity of 25 learners per class, padagogical requirements, and policies on assessment and rating system based on DepEd Order No. 8, s. 2015	Updated Board Resolution
4. Attestation that the applicant partner is within the eight - kilometer radius from the listed qualified DepEd public SHS	Properly signed attestation
5. Certificate of Recognition from TESDA that it has the capacity to deliver registered program with preferred flexible learning mode, as indicated in the updated Curriculum and Training Plan (TESDA Circular No. 62, s. 2020)	Certificate of TESDA Recognition
6. Workable Taining Plan indicating the competencies to delivered, strategies to be	Workable Training Plan

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employed, specific date of delivery, human and material resources needed, success indicators, possible risks and mitigation measures	
7. List of Qualified JDVP Trainers indicating the trainers' full name (alphabetically arranged-surname, first name, MI, educational qualification including their NC or TM in any TVL Specialization, length of service in your institution or as training provider	List of Qualified JDVP Trainers Proof of Trainers' NC II or TM (Not EXPIRED, pls.) Trainers' Service Record
8. Acceptable Memorandum of Agreement between Your Institution and DepEd Quezon	Notarized Acceptable Memorandum of Agreement
9. Summarized Report on JDVP Implementation for the SY 2021 – 2022 indicating the name of DepEd Quezon school-partners, school address, Number of JDVP Beneficiaries per School Partner, Number of NC II Passers, Other Incentives Provided to School-Partners (if any)	
10. Problems Encountered with DepEd School – Partners (if any)	

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