



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

July 4, 2018

**DIVISION MEMORANDUM**

No. 413 s. 2018

**CONFERENCE AND SUBMISSION OF THE DETAILED LESSON PLANS (DLP)  
IN EPP/TLE/TVL SUBJECT**

**To :** Asst. Schools Division Superintendents  
Chiefs, CID & SGOD  
Division Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors/District-In-Charge  
Public Elementary & Secondary School Heads  
All Others Concerned

1. There will be a conference of all EPP/TLE/TVL DLP writers in the different grade levels and areas of specialization. Please see attached for the list of participants, schedules and venues.
2. The objectives of the conference are:
  - a. to update on the progress/status of Detailed lesson Plan (DLP) preparation.
  - b. to provide avenue for feedbacking, addressing some issues and concerns for improvement of the DLP making.
  - c. to strengthen collaboration and coordination within and among writers and assigned specialized area collectors/checkers.
3. Participants are required to bring the following during the conference:
  - a. Laptop;
  - b. Soft copy of the DLP
4. All personnel listed in the attached list will be entitled to a Compensatory Overtime Credits (COC) for Non-teaching personnel and Service Credits for the teachers involved in the activities conducted on Saturdays and Sundays, concerned employees are advised to attached DTR in the attendance sheet.
5. Travel and other incidental expenses incurred by the personnel relative to the activity are chargeable against School MOOE/local Funds subject to the usual accounting rules and regulations.
6. For more information, please contact the focal persons per area listed on the attached sheet and our group fb for the updates.
7. This serves as **Travel Order**.
8. Immediate dissemination of this memorandum is directed.

**WILFREDA D. BONGALOS, Ph.D., CESO V**  
Schools Division Superintendent *WB*

7/5/18

cid/abbjr

06 JUL 2018



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| <b>Schedule of Conferences/checking/feedbacking/preparing recommendations</b> |  |   |
|---|--|---|
| Date  | Participants   | Venues                                  |
| July 7, 2018  | AFA<br>Rose Marie Elum<br>Jonathan Bayaton<br>ICT<br>Louelyn Lajot   | Division Office /<br>Bacong CS/<br>NOHS |
| July 14, 2018   | Ruth Marie Eltanal<br>H.E<br>Teresita Olasiman<br>Jesusa Paladar<br>IA   |   |
| August 30, 2018   | Jason Solamillo<br>Gemuel Ibero<br>Fidel Pino<br>Div. Coord.   |   |
| October 18, 2018  | Antonio B. Baguio, Jr.<br><br><i>All identified writers are required to attend the one-on-one conference with the assigned checker for improvement on the ff schedules: July 14, 2018, August 30, 2018, October 18, 2018</i> |   |

***Schedule of DLP submission:***

1<sup>st</sup> submission of Detailed Lesson Plan (DLP)-July 12, 2018- (10 sets)

2<sup>nd</sup> submission of Detailed Lesson Plan (DLP)-August 30,2018- (15 sets)

3<sup>rd</sup> submission of Detailed Lesson Plan (DLP)-October 18, 2018- (10 sets)

***EPP/TLE/TVL writers and checkers group fb:***

Home Economics-abbjrnegorHE

Information and Communication Technology-abbjrnegorICT

Agri-Fishery Arts-abbjrnegorAGRI

Industrial Arts-abbjrnegorIA