



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 Division of City Schools - Tagbilaran City

**Office of the Schools Division
 Superintendent**

DIVISION MEMORANDUM

No. **027** , s. 2020

SUMMER IMMERSION OF TLE/TVL TEACHERS

To: Assistant Schools Division Superintendent
 Chief, CID and SGOD
 Public Secondary School Heads
 All Others Concerned

1. This Office announces the Division Summer Immersion Program of TLE/TVL teachers scheduled this April 13 - 24, 2020 within Bohol and Cebu provinces. The specific venue/partner for this immersion must be chosen by the interested teacher (s) who will avail this program. Below is the timeline:

ACTIVITY	DATE	PERSON (S) INVOLVED
Submission of Letter of Intent by the interested teacher (s) NOTED by their respective SHs to the Div. Office	February 5, 2020	Teacher & SH
Submission of Name of Manager/Director/Owner with their Complete Address of their Company/Establishment/Office and Contact Number of their Immersion Partner to the Division Office	February 12, 2020	Teacher & EPSVR in TLE/TVL
MOA Signing	March 3, 2020	SDS, TLE/TVL EPSVR, Div. SHS Focal Person, Immersion Partners
Pre-Immersion Conference	March 26, 2020	SDS, TLE/TVL EPSVR, Div. SHS Focal Person, Teachers
Immersion Proper	April 13 - 24, 2020	Teachers, Immersion Partners, M & E Team
Post-Immersion Conference & Submission of Terminal/Accomplishment Report	April 28, 2020	SDS, TLE/TVL EPSVR, Div. SH Focal Person, Teachers

2. Travelling expenses from work station to the immersion site and back to the work station and lodging (if necessary) are chargeable to the school MOOE while food and incidental expenses are personal. Since this activity falls in summer vacation, the participants be given Service Credit.

3. Immediate and wide dissemination of this Memorandum is directed.

JOSEPH IRWIN A. LAGURA, Ph.D
 Schools Division Superintendent



Address: Dampas District, Tagbilaran City, Bohol
 Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147
 Email Address: tagbilarancity.division@deped.gov.ph