



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS-TAGBILARAN

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**Office of the Schools  
Division  
Superintendent**

DIVISION MEMORANDUM  
No. **032**, s. 2021

January 26, 2021

**DIVISION PROGRAM “DUAW”**

**To: EDUCATION PROGRAM SUPERVISOR in TLE/TVL  
ALL PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
TLE/TVL DEPARTMENT HEADS, EPP/TLE/TVL TEACHERS**

1. This Office announces the implementation of a **D**esigned Program to **U**nburden the **A**nxiety of **W**earry EPP/TLE/TVL teachers (DUAW). DUAW or Mo DUAW is a Visayan word/words which means to visit, to come, to see, to confer or to monitor. This is a holistic program of monitoring, mentoring and Learning Action Cell (LAC) of the EPP/TLE/TVL Teachers. Mo “DUAW” as a mentoring program is an offshoot of the collected information in the monitoring process. The collection of data, issues, concerns and possible gaps that have been occurred in this pandemic specifically in the module preparation, distribution and retrieval, programs and projects implementation be given possible remediation.

2. Moreover, this program is geared towards the professional development of EPP/TLE/TVL teachers as embedded in the mentoring process the sharing of knowledge and skills from experts to novice experienced teachers. The following are the objectives:

- a. To gather information on issues and concerns regarding the module preparation, distribution and retrieval, programs and projects implementation for remediation
- b. To enhance knowledge, skills, attitudes and values of teachers
- c. To learn the workplace’s culture specifically for the newly hired EPP/TLE/TVL teachers
- d. To transfer knowledge from knowledgeable to less experience teachers
- e. To foster networking among EPP/TLE/TVL teachers
- f. To solve other work related problems among teachers thru mentoring and coaching
- g. To develop teachers’ self-confidence and boost their self-worth
- h. To gain sense of satisfaction



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3. This program is scheduled every 1<sup>st</sup> and 3<sup>rd</sup> Week of the month. Below is the timetable:

DAY	SCHOOL	TIME
TUESDAY	DAO ES	8:00AM
	SINHS	9:00AM
	SIES	10:00AM
	Tiptip ES	11:00AM
	Cabawan ES	1:00PM
	Manga ES	2:00PM
	Manga NHS	3:00PM
	Ubujan ES	4:00PM
Wednesday	Taloto ES	8:30AM
	Booy ES	9:30AM
	Booy South ES	10:30AM
	Cogon ES	1:00PM
	Cogon HS EC	2:00PM
	Eastern Cogon ES	3:00PM
	Tagb. City Central ES/SPED Center	4:00PM
Thursday	Bool ES	8:30AM
	Mansasa HS	9:30AM
	Mansasa ES	10:30AM
	Dampas ES	1:00PM
	Tagb. City Science HS	2:00PM
	City East ES	3:00PM
	DCPNHS/Tagb. HS for the HI	4:00PM

4. Wide dissemination of this Memorandum is directed.

JOSEPH IRWIN A. LAGURA PhD  
 Schools Division Superintendent