



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. 590 , s. 2026

July 27, 2026

**DIVISION-WIDE IMPLEMENTATION OF EPP, TLE AND TECHPRO CLUBS ACROSS
KEY STAGES**

To: Assistant Schools Division Superintendent
Chiefs of Divisions
Public Schools District Supervisors
Public Elementary and Secondary School Heads
EPP/TLE/TVL and TechPro Teachers
All Others Concerned

1. The Department of Education recognizes the vital role of EPP, TLE and TechPro education in developing learners who possess practical knowledge, technical skills, creativity, innovation, entrepreneurial competence, communication skills, work values, and other competencies essential for life, further education, employment, and entrepreneurship.
2. To strengthen the implementation of the EPP, TLE and TechPro curricula, the Schools Division of Tagbilaran City shall institutionalize the organization and implementation of appropriate **EPP, TLE and TechPro Clubs across Key Stages**.
3. These clubs shall provide learners with meaningful opportunities to **apply, practice, enhance, and showcase their competencies beyond the regular classroom setting**. Through hands-on, experiential, project-based, collaborative, and community-oriented activities, learners shall be provided with opportunities to develop technical skills, creativity, communication, confidence, leadership, entrepreneurship, teamwork, and employability skills.
4. The implementation of these clubs is particularly significant in preparing learners for the changing demands of the workplace and the community. It shall also provide a platform for learners to develop their interests and talents while promoting productivity, innovation, cultural pride, environmental responsibility, and service to the community.
5. For schools offering Tourism-related programs, the establishment of a **Tourism Communication and Cultural Ambassadors Club** is particularly encouraged to develop learners who are confident communicators, knowledgeable about their local heritage, and capable of promoting the rich cultural identity, history, traditions, products, and tourism destinations of Bohol.
6. The implementation of EPP, TLE and TechPro Clubs aims to:
 - a. provide learners with opportunities to apply and strengthen competencies acquired in the EPP, TLE and TechPro curricula;
 - b. develop learners' technical, practical, digital, entrepreneurial, creative, communication, and employability skills;

- c. provide opportunities for hands-on, experiential, collaborative, project-based, and authentic learning;
- d. strengthen learners' confidence, communication skills, leadership, teamwork, creativity, innovation, problem-solving, and work ethics;
- e. promote productivity, self-reliance, entrepreneurship, environmental responsibility, and community engagement;
- f. develop learners' appreciation of local culture, history, heritage, traditions, products, and tourism resources;
- g. strengthen linkages and partnerships with parents, communities, industries, government agencies, local government units, and other stakeholders; and
- h. provide platforms for learners to showcase their competencies through exhibits, demonstrations, competitions, community projects, skills demonstrations, and other appropriate activities.

7. Schools shall establish clubs based on the Key Stage served, learner interests, available facilities and equipment, teacher expertise, curriculum offerings, and the needs and resources of the school and community. Schools may organize one (1) or more of the following:

A. KEY STAGE 2 – GRADES 4–6

1. Young Home Economists Club

Focus: Basic food preparation, nutrition, home management, hand sewing, personal care, and household skills.

2. Young Farmers and Gardeners Club

Focus: Organic gardening, vegetable production, container gardening, composting, urban gardening, and school-based food production.

3. Young Aquaculture and Aquaponics Club

Focus: Basic fish production, tilapia culture, fishpond management, aquaponics, and proper handling and utilization of fishery products.

4. Young Entrepreneurs Club

Focus: Simple product development, costing, selling, saving, financial literacy, and basic entrepreneurial activities.

5. Young Digital Innovators Club

Focus: Basic computer literacy, digital productivity tools, coding, animation, and technology-based projects.

6. Young Makers and Handicraft Club

Focus: Handicrafts, recycling, upcycling, creative product-making, and practical projects.

7. Young Food Processing Club

Focus: Basic food preparation, preservation, packaging, sanitation, and safe handling of food.

B. KEY STAGE 3 – GRADES 7–10

Schools may organize clubs aligned with the TLE components and specializations offered in the school.

1. Technology and Innovation Club

Focus: Coding, robotics, electronics, digital tools, and technology-based projects.

2. Agri-Fishery and Environmental Sustainability Club

Focus: Crop production, animal production, aquaculture, aquaponics, environmental conservation, and sustainable practices.

3. Home Economics and Culinary Club

Focus: Cookery, baking, food processing, dressmaking, beauty care, and other Home Economics-related skills.

4. Industrial Arts and Makers Club

Focus: Carpentry, electrical installation, drafting, metalwork, automotive, and other Industrial Arts-related activities.

5. Digital Skills and Multimedia Club

Focus: Computer systems, digital design, multimedia production, animation, and other ICT-related skills.

6. Entrepreneurship and Product Development Club

Focus: Product development, costing, marketing, financial literacy, innovation, and school-based enterprise.

7. Green Technology and Sustainability Club

Focus: Recycling, upcycling, waste management, environmental protection, and sustainable technologies.

C. KEY STAGE 4 – GRADES 11–12 TECHPRO

Schools offering TechPro programs are strongly encouraged to organize clubs aligned with the sectors and specializations offered in their respective schools.

Suggested clubs include:

1. TechPro Skills and Innovation Club

Focus: Skills enhancement, innovation, technology-based projects, and development of products and services.

2. Agri-Fishery and Aquaculture Club

Focus: Crop production, animal production, aquaculture, aquaponics, food production, and sustainable agriculture.

3. Culinary and Food Innovation Club

Focus: Culinary skills, baking, food processing, product development, food presentation, and food entrepreneurship.

4. Digital Technology and ICT Innovation Club

Focus: Computer systems, digital technology, multimedia, programming, digital design, and technology innovation.

5. Industrial Arts and Engineering Skills Club

Focus: Technical skills development, fabrication, construction, repair, maintenance, and industry-based projects.

6. Entrepreneurship and School Enterprise Club

Focus: Business planning, product development, costing, marketing, financial literacy, and school-based enterprise.

7. Green Technology and Sustainable Livelihood Club

Focus: Environmental sustainability, green technologies, recycling, renewable practices, and sustainable livelihood projects.

8. TOURISM COMMUNICATION AND CULTURAL AMBASSADORS CLUB

For schools offering Tourism-related TechPro programs, the establishment of the **Tourism Communication and Cultural Ambassadors Club** is strongly encouraged.

This club shall focus on developing learners' **communication skills, confidence, cultural awareness, hospitality skills, public speaking, storytelling, tour guiding, customer service, and cultural interpretation.**

It shall provide learners with meaningful opportunities to learn, appreciate, and communicate the rich history, traditions, heritage, products, attractions, cuisine, arts, festivals, and cultural identity of Bohol.

Through this club, learners shall be developed as **confident young communicators, responsible cultural ambassadors, and future-ready tourism professionals** who can appropriately represent their community and promote the rich cultural and tourism resources of Bohol.

Suggested Activities:

- a. **Speak Bohol!** – communication and public-speaking activities;
- b. **Be a Young Tour Guide** – tour-guiding simulations and destination presentations;
- c. **Tell Our Story** – storytelling activities on local history, culture, and heritage;
- d. **Meet and Greet the Tourist** – hospitality and customer-service role-playing;
- e. **Bohol Culture Showcase** – presentation of local traditions, music, dance, food, crafts, and festivals;
- f. **Know Your Heritage** – learning activities related to historical and cultural sites;
- g. **Destination Bohol** – development of tourism promotional materials;
- h. **Boholano Food and Culture** – appreciation and promotion of local cuisine and traditions;
- i. **Young Cultural Ambassadors' Forum** – cultural discussions and presentations; and
- j. **Tourism Communication in Action** – practical communication activities for tourism and hospitality situations.

The club shall be guided by the principle:

“Before learners can effectively promote a destination, they must first know, appreciate, and be able to communicate its story.”

8. IMPLEMENTATION GUIDELINES

- a. **All public schools shall establish and implement at least one EPP, TLE and TechPro Club appropriate to the Key Stage and curriculum offerings of the school.**
- b. Schools shall organize clubs based on the following considerations:
 1. learner interests and needs;
 2. curriculum competencies and specializations offered;
 3. available facilities, tools, equipment, and learning resources;
 4. teacher expertise and qualifications;
 5. community resources and local industry opportunities; and
 6. potential partnerships with stakeholders.
- c. Each club shall have:
 1. an approved club name;
 2. a designated teacher-adviser or facilitator;
 3. learner officers and members;
 4. membership records;
 5. an annual action plan; and
 6. appropriate documentation of activities and accomplishments.
- d. Club activities shall be designed to provide learners with opportunities for actual application of skills and shall include, but not be limited to:
 - skills demonstrations;
 - workshops and training activities;
 - production of useful and marketable products;
 - school and community-based projects;
 - entrepreneurship activities;
 - cultural and tourism activities;
 - environmental and sustainability projects;
 - technology and innovation projects;
 - participation in exhibits, fairs, competitions, and showcases; and
 - other activities relevant to the development of technical and employability skills.
- e. Schools are strongly encouraged to establish partnerships with parents, local government units, government agencies, industries, businesses, professional organizations, alumni, and other stakeholders to provide technical assistance, resources, mentoring, and authentic learning opportunities.
- f. All activities shall strictly observe existing DepEd policies and guidelines on learner safety, child protection, health and sanitation, proper use of tools and equipment, and appropriate supervision of learners.
- g. Club activities shall be integrated, whenever appropriate, into the school's existing programs and activities without compromising the regular delivery of the curriculum.

- h. Schools shall maximize available facilities, workshops, laboratories, gardens, equipment, learning spaces, and other resources to ensure the sustainability of the clubs.

9. RESPONSIBILITIES OF SCHOOL HEADS

School Heads shall:

- a. ensure the immediate organization and implementation of at least one appropriate EPP, TLE and TechPro Club in their respective schools;
- b. designate qualified teacher-advisers and facilitators;
- c. provide the necessary administrative support for the implementation of club activities;
- d. ensure that club activities are properly planned, supervised, documented, and aligned with the curriculum;
- e. mobilize available school resources and establish appropriate partnerships;
- f. monitor the progress and accomplishments of the club; and
- g. ensure that learners are provided meaningful opportunities to demonstrate and apply their competencies.

10. RESPONSIBILITIES OF EPP, TLE AND TECHPRO TEACHERS

EPP, TLE and TechPro teachers shall serve as facilitators, mentors, skills coaches, and learning guides of the learners.

They shall:

- a. assist in the organization and planning of the club;
- b. guide learners in the development and implementation of the club action plan;
- c. facilitate meaningful, safe, relevant, competency-based, and experiential activities;
- d. provide opportunities for learners to apply their technical and employability skills;
- e. encourage learner participation, creativity, innovation, leadership, and teamwork; and
- f. document and report the accomplishments and outcomes of the club.

11. MONITORING, TECHNICAL ASSISTANCE, AND RECOGNITION OF GOOD PRACTICES

The Schools Division Office, through the Curriculum Implementation Division and the Education Program Supervisor concerned, shall provide technical assistance and monitor the implementation of EPP, TLE and TechPro Clubs.

Schools may be required to submit club action plans, accomplishment reports, documentation, and other appropriate evidence of implementation for monitoring, evaluation, technical assistance, and recognition of exemplary practices.

Outstanding club initiatives and best practices may be considered for recognition and sharing during appropriate Division activities.

12. DIRECTIVE FOR IMPLEMENTATION

All School Heads are hereby **STRONGLY DIRECTED** to ensure the organization and implementation of the appropriate EPP, TLE and TechPro Club/s in their respective schools.

The establishment of these clubs shall **not be treated as a mere extracurricular activity or as a compliance requirement**. Rather, it shall be regarded as a strategic mechanism for strengthening the implementation of EPP, TLE and TechPro education and for providing learners with authentic opportunities to develop and apply skills.

Schools are expected to move beyond the mere organization of clubs. **The clubs must be active, purposeful, learner-centered, competency-based, and results-oriented**. Every club shall provide meaningful opportunities for learners to practice skills, create products, solve problems, communicate effectively, work with others, appreciate their culture, and prepare for their future roles in the workplace and the community.

For schools offering Tourism-related programs, the **Tourism Communication and Cultural Ambassadors Club** is strongly encouraged as a platform for developing learners who can confidently communicate, appreciate their cultural heritage, and become responsible ambassadors of Bohol.

Through the effective implementation of EPP, TLE TechPro Clubs, the Schools Division of Tagbilaran City commits to developing learners who are **skilled, creative, productive, confident, culturally grounded, entrepreneurial, and future-ready**.

13. Immediate and wide dissemination of this Memorandum is desired.


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent 

WDB/JAAL/CID/JTB/jcb