



Republika ng Pilipinas  
**KAGAWARAN NG EDUKASYON**  
 Rehiyon I  
**SANGAY NA TANGGAPAN NG MGA PAARALAN**  
**LUNGSOD NG DAGUPAN**



Division Memorandum No: 107 s. 2023



**To :** Chief, CID/SGOD  
 Education Program Supervisor - TLE  
 Public Schools District Supervisors  
 School Heads Public Secondary School  
 Assistant Principals SHS

**From :** *Aguedo C. Fernandez*  
 AGUEDO, C. FERNANDEZ  
 Schools Division Superintendent

**Subject :** SCHEDULE OF ACTIVITIES AND SUBMISSION OF REQUIRED DOCUMENTS/ REPORTS STIPULATED ON DEPED ORDER NO. 54 S. 2022 OR THE GUIDELINES ON THE SELECTION OF SENIOR HIGH SCHOOL TECHNICAL-VOCATIONAL LIVELIHOOD SPECIALIZATIONS

**Date :** March 13, 2023

1. In compliance to DepEd Order 54. s.2022 also known as the Guidelines on the Selection of Senior High School Technical-Vocational Livelihood Specializations, below are the following required activities, documents and reports and the schedule to be conducted and submitted by all Public Senior High Schools

Activities / Documents / Reports	Date
<b>Step 1. Quarters 3-4, S.Y. 2022-2023</b> a. Development of Learners' Preference Survey Tool (Annex B) b. Conduct of Learners' Preference Survey c. Collection of Learners Preference Survey • Output: Collected Learner's Preference Survey	March 20-24, 2023
<b>Step 2. Quarter 1, SY 2023-2024</b> a. Collection of Enrollment Data from SY 2021-2023 (Annex A) b. Tally and encoding of results of Learners' Preference Survey • Outputs. 1. Collected Grades 11 and 12 Enrollment Data 2. Tallied Learners'	September 4-8, 2023

<p>Preference Survey Results  <b>3. Identified Specializations Preferred by learners.</b></p>	
<p><b>Step 3: Quarter 2 SY 2023-2024</b></p> <ul style="list-style-type: none"> <li>a. Conduct of school of Internal Assessment (Annex C)</li> <li>b. Review of Local and National Development Plans (Annex D)</li> <li>c. Preparation of Data Summary (Annex E)</li> <li>d. Submission of Specializations to Schools Division Office (SDO) for approval and endorsement</li> </ul> <ul style="list-style-type: none"> <li>• Output: Submitted list of specialization to SDO</li> </ul>	<p>November 13-17, 2023</p>
<p><b>Step 4: Quarter 3 SY 2023-2024</b></p> <ul style="list-style-type: none"> <li>a. Conduct of ocular inspections of SHSs by SDO</li> <li>b. Submission of SDO approved list of specializations to RO for approval</li> </ul> <ul style="list-style-type: none"> <li>• Output: Approved list of SHS TVL Specialization Offerings</li> </ul>	<p>November 20-29, 2023  December 5, 2023</p>

- All annexes may be accessed through <https://tinyurl.com/DO54S2022Annexes>

2. Immediate dissemination of this memorandum is desired.