



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

DEPED-DIVISION OF SURIGAO DEL SUR	
RELEASED	
DATE:	Feb. 7, 2024
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Office of the Schools Division Superintendent

01 FEB 2024

Division MEMORANDUM

No. 054, s. 2024

**CONDUCT OF SCHOOLS' INVENTORY OF
TLE AND TVL LEARNING TOOLS AND EQUIPMENT**

To : Public Schools District Supervisors
SHS School Heads
Select SHSs Coordinator
Private School Heads
This Division

1. The Division of Surigao del Sur is currently in the process of conducting the Pre-implementation phase of DepEd Order No. 54, s. 2022, which provides guidelines for the selection of SHS-TVL.
2. The Curriculum Implementation Division enjoins all JHS-TLE and SHS-TVL to conduct an inventory of existing/available learning tools and equipment to establish a database for potential utilization in the implementation of the policy.
3. School heads are required to form a team to conduct a Bi-annual/Semestral inventory using the prescribed template enclosed with the report, which should be submitted within 7 days after the end of the semester. The report for the first semester will be due on February 16, 2024, via Microsoft 365 OneDrive at <http://tinyurl.com/BiannualinventoryTLETVL>.
4. Furthermore, items that are not aligned with the offered specialization should be listed as a reference for possible transfer to schools in need (RM No. 473, s. 2020).
5. Immediate dissemination and compliance to this memorandum is desired.

LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent *F.O.*

Encl.: Annex I and J
References: DO 20, 2022

EMP//DM- CONDUCT OF SCHOOLS' INVENTORY OF THE LEARNING TOOLS AND EQUIPMENT OF TECHNOLOGY AND LIVELIHOOD (TLE) AND TECHNICAL VOCATIONAL AND LIVELIHOOD(TVL)

17/2 /February 31, 2024



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Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

MONITORING & EVALUATION FORM

Learning Tools and Equipment

Schools/District ID: _____
Division: _____
Region: _____
Period Covered: _____

[illegible]

1. Physical Condition: functional, defective can be repaired, defective beyond repair, and needs replacement
2. Maintenance Activity: Cleaning, calibrating, lubricating, circuit and wiring inspection

Signature Over Printed Name
Position: _____

Position: _____
Signature Over Printed Name _____



Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

List of Learning Tools and Equipment in TLE and TVL Not Aligned With School Specialization

District: _____

School: _____
School Head: _____

[illegible]

Prepared by:

Noted by:

School Property Custodian

School Head



 **Balilahan, Mabua, Tandag City, Surigao del Sur, 8300**
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 SCHOOLS DIVISION OF SURIGAO DEL SUR

School: _____
Division: _____
Date and Time Borrowed: _____

School ID: _____
Region: _____
Date and Time Returned: _____

[illegible]

Purpose: _____

Borrowed by:

Printed Name and Signature

Position: _____