

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**

Negros Island Region

**SCHOOLS DIVISION OF NEGROS ORIENTAL**

Capitol Area, Dumaguete City

[www.depednegor.net](http://www.depednegor.net)


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(035) 225 2376 / 225 2838 / 422 5283

Division Memorandum

No. 534, s 2017

To : Asst. Schools Division Superintendent  
Chiefs, CID and SGOD  
Division Education Program Supervisors  
Public Schools District Supervisors/ District In-Charge  
Secondary School Heads

From:   
**SALUSTIANO T. JIMENEZ, CESO VI**  
OIC- Office of the Asst. Regional Director  
Concurrent Schools Division Superintendent  
6/29/17

Subject: **SKILLS ENHANCEMENT TRAININGS ON SOLAR PV, BASIC HM  
INTERFACE, CCTV DESIGN/ INSTALLATION AND CSS  
ENHANCEMENT PROGRAM**

Date: September 29, 2017

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1. Cebu Technical-Vocational Training and Assessment Academy, Inc., a TESDA accredited on Solar Panel Installation & Maintenance is inviting the Department of Education TLE/TVE & TVL teachers, Science teachers, Principals and Supervisors to attend any of the following trainings at VocTech, 2<sup>nd</sup> Floor, BAI Center, Cebu South Road, Basak San Nicolas, Cebu City:
    - a. Solar PV Training – Course 1 & 2  
September 18-21, 2017
    - b. Basic Human Machine Interface (HM)  
October 11-13, 2017
    - c. CCTV Design & Installation/Basic Fiber Optics & Structured Cabling  
October 16-18, 2017
    - d. Computer Systems Servicing (CSS) Enhancement Program  
October 23-28, 2017
  2. For more details, refer to the attached communication from Engr. Andres L. Ralota, Jr., President, Cebu Technical-Vocational Training and Assessment Academy, Inc. (VocTech).

29 SEP 2017



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3. A registration fee shall be charged to each participant for each of the ff. trainings to defray expenses for food, handouts and training certificates:

Solar PV Training – Course 1	PhP7,000.00
Solar PV Training – Course 2	PhP6,000.00 (in a group of 5)
Basic Human Machine Interface (HM)	PhP5,180.00
CCTV Design & Installation/Basic Fiber Optics & Structured Cabling	PhP2,715.00)
Computer Systems Servicing (CSS) Enhancement Program	PhP3,000.00)

4. Registration fee, traveling expenses, board and lodging and other incidental expenses incurred are chargeable against Division/Local funds, School MOOE, SEF and other sources of funds subject to its availability and to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as Travel Order.
6. Immediate dissemination of this Memorandum to all concerned is desired.



REPUBLIKA NG PILIPINAS  
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KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
**REGION VII, CENTRAL VISAYAS**  
Sudlon, Lahug, Cebu City




2:9/28/17  
SEP 28 2017

REGIONAL MEMORANDUM  
No. 0677, s. 2017

**TRAINING ON SOLAR PHOTOVOLTAIC (PV) TRAINING - COURSE 1 & 2 AND COMPUTER SYSTEMS  
SERVICING (CSS) ENHANCEMENT PROGRAM**

To: Schools Division Superintendents

1. Attached is a letter from ENGR. ANDRES L. RALOTA, JR., President, Cebu Technical-Vocational Training and Assessment Academy, Inc. (VocTech), inviting the TLE/TVE & TVL teachers, Science teachers, principals and supervisors to attend the training on **Solar PV Training – Course 1 & 2** on **September 18 – 21, 2017** and **Computer Systems Servicing (CSS) Enhancement Program** on **October 23 – 28, 2017** at VocTech, 2<sup>nd</sup> Floor, BAI Center, Cebu South Road, Basak, San Nicolas, Cebu City. This training is in coordination with VocTech, a TESDA accredited on Solar Panel Installation and Maintenance as well as institutions that need to expand their K – 12 Technical Vocational Program.
2. For more details, refer to the attached communication.
3. A registration fee of Seven Thousand (Php 7,000.00) Pesos/Course shall be charged to each participant for **Course 1 - Solar PV Training** and Six Thousand (Php 6,000.00) Pesos (Group of 5) shall be charged to each participant for **Course 2 - Solar PV Training**. Three Thousand (~~Php 3,000.00~~) Pesos shall be charged to each participant for **Computer Systems Servicing (CSS) Enhancement Program** to defray expenses for food, handouts, and training certificates. Registration fee, traveling, board & lodging and other incidental expenses incurred by the participants are chargeable against Division/Local funds, School MOOE, SEF and other sources of funds subject to its availability and to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as Travel Order.
5. Immediate dissemination of this Memorandum to all concerned is desired.

  
JULIET A. JERUTA, Ph. D., CESO V  
Director III  
Officer in - Charge

JAM/FYA/EBE, Jr/rv  
CLMD/17

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542  
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;  
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367  
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

*“ESQ 2015: Kanapatan ng Lahat, Pananagutan ng Lahat”*



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**REHIYON VII, GITNANG VISAYAS**  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

No. 0678 s. 2017

SEP 28 2017

**SKILLS ENHANCEMENT TRAINING ON CCTV DESIGN & INSTALLATION / BASIC FIBER OPTICS & STRUCTURED CABLING AND BASIC HUMAN MACHINE INTERFACE (HMI)**

To: Schools Division Superintendents

1. Attached is a letter from **ENGR. ANDRES L. RALOTA, JR.**, President, Cebu Technical-Vocational Training and Assessment Academy, Inc. (VocTech), inviting the TLE/TVE & TVL teachers, Science teachers, principals and supervisors to attend the skills enhancement training on **CCTV Design & Installation/Basic Fiber Optics & Structured Cabling** on **October 2 - 4, 2017** and **Basic Human Machine Interface (HMI)** on **October 11 - 13, 2017** at **VocTech, 2<sup>nd</sup> Floor, BAI Center, Cebu South Road, Basak, San Nicolas, Cebu City**. This training is in coordination with VocTech, a TESDA accredited on Solar Panel Installation and Maintenance as well as institutions that need to expand their K - 12 Technical Vocational Program.
2. For more details, refer to the attached communication.
3. A registration fee of Two Thousand Seven Hundred Fifteen (**Php 2,715.00**) Pesos shall be charged to each participant for **CCTV Design & Installation/Basic Fiber Optics & Structured Cabling**, and Five Thousand One Hundred Eighty (**Php 5,180.00**) Pesos shall be charged to each participant for **Basic Human Machine Interface (HMI)** to defray expenses for food, handouts, and training certificates. Registration fee, traveling, board & lodging and other incidental expenses incurred by the participants are chargeable against Division/Local funds, School MOOE, SEF and other sources of funds subject to its availability and to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as **Travel Order**.
5. Immediate dissemination of this Memorandum to all concerned is desired.

*Juliet A. Jeruta*  
**JULIET A. JERUTA, PH. D., CESO V**  
Director III  
Officer in - Charge

JAJ/YA/EBE Jr/rv  
CLMD:17

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**REGION VII, CENTRAL VISAYAS**  
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM  
No. 0679, s. 2017


n: 9/28/17

SEP 28 2017

**SKILLS ENHANCEMENT TRAINING ON CCTV DESIGN & INSTALLATION / BASIC FIBER OPTICS & STRUCTURED CABLING**

To: Schools Division Superintendents

1. Attached is a letter from ENGR. ANDRES L. RALOTA, JR., President, Cebu Technical-Vocational Training and Assessment Academy, Inc. (VocTech), inviting the TLE/TVE & TVL teachers, Science teachers, principals and supervisors to attend the skills enhancement training on **CCTV Design & Installation/Basic Fiber Optics & Structured Cabling** on October 16 - 18, 2017 at VocTech, 2<sup>nd</sup> Floor, BAI Center, Cebu South Road, Basak, San Nicolas, Cebu City. This training is in coordination with VocTech, a TESDA accredited on Solar Panel Installation and Maintenance as well as institutions that need to expand their K – 12 Technical Vocational Program.
2. For more details, refer to the attached communication.
3. A registration fee of Two Thousand Seven Hundred Fifteen **(Php 2,715.00)** Pesos shall be charged to each participant for **CCTV Design & Installation/Basic Fiber Optics & Structured Cabling** to defray expenses for food, handouts, and training certificates. Registration fee, traveling, board & lodging and other incidental expenses incurred by the participants are chargeable against Division/Local funds, School MOOE, SEF and other sources of funds subject to its availability and to the usual accounting and auditing rules and regulations.
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*" EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat "*



August 23, 2017

Dr. ROLAND V. VILLEGAS  
Education Program Supervisor in TLE, TVE, & EPP  
Department of Education – Region VII  
Ecotech Rd., Sudlon, Lahug, Cebu City

Dear Dr. Villegas:

Cebu Technical Vocational Training and Assessment Academy, Inc. (VocTech) is happy to announce that we will have the following training programs scheduled for the months of September and October, 2017 as follows:

COURSE	DATE	DURATION/TIME	COURSE FEE/ PARTICIPANT
<b>SEPTEMBER 2017</b>			
Basic Human Machine Interface (HMI)	Sept. 6, 7, & 8 2017	3 Days 8:00am – 5:00pm	Php 5,180
CCTV Design & Installation / Basic Fiber Optics and Structured Cabling	Sept. 6, 7, & 8, 2017	3 Days 8:00am – 5:00pm	Php 2,715
Enhancement Program in Animal Production	Sept. 13, 14, & 15, 2017	3 Days 8:00am – 5:00pm	Php 4,000
Computer Systems Servicing (CSS) Enhancement Program	Sept. 18, 19, 20, 21, 22, & 23, 2017	6 Days 8:00am – 5:00pm	Php 3,000
Solar PV Training – Course 1 Solar PV Training – Course 2	Sept. 20, 21, 22, & 23, 2017	4 Days 8:00am – 5:00pm	Php 7,000/Course Php 6,000(Group of 5)
Fiber Optics 101 / Fiber Optics 102	Sept. 25, 26, & 27, 2017	3 Days 8:00am – 5:00pm	Php 3,000
Programmable Logic Controller (PLC)	Sept. 27, 28, & 29, 2017	3 Days 8:00am – 5:00pm	Php 5,180
<b>OCTOBER 2017</b>			
CCTV Design & Installation / Basic Fiber Optics and Structured Cabling	Oct. 2, 3, & 4, 2017	3 Days 8:00am – 5:00pm	Php 2,715
Basic Human Machine Interface (HMI)	Oct. 11, 12, & 13, 2017	3 Days 8:00am – 5:00pm	Php 5,180
CCTV Design & Installation / Basic Fiber Optics and Structured Cabling	Oct. 16, 17, & 18, 2017	3 Days 8:00am – 5:00pm	Php 2,715
Solar PV Training – Course 1 Solar PV Training – Course 2	Oct. 18, 19, 20, & 21, 2017	4 Days 8:00am – 5:00pm	Php 7,000 Php 6,000(Group of 5)
Computer Systems Servicing (CSS) Enhancement Program	Oct. 23, 24, 25, 26, 27, & 28, 2017	6 Days 8:00am – 5:00pm	Php 3,000
<b>INCLUSIONS: Training kit, consumables, training certificate, snacks and lunch.</b>			
<b>EXCLUSIONS: Assessment Fee for CSS – P610 (if applicable).</b>			



We would like to invite the Department of Education (DepEd) teachers, particularly those handling the Technical-Vocational-Livelihood Track to participate in any of the programs above. Our training sessions are meticulously planned by our trainers and are designed in a manner geared toward the maximization of efficiency.

We wish to have a meeting with you to discuss further our proposal on a date most convenient to you. Please let us know on when is the best date and time to visit your office. We hope to have a positive response from you. You may contact us at (032) 4175254 or 0933 345 5013 or you may email us at [mail@voctech.edu.ph](mailto:mail@voctech.edu.ph)

Thank you very much.

Very truly yours,

Pedro V. Sandoza Jr.  
VP – Operations & Finance

Noted by:

Andres J. Ralota Jr.  
President