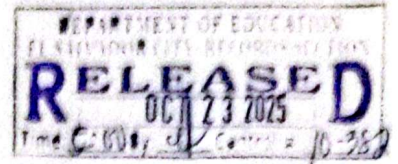




Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



October 22, 2025

DIVISION MEMORANDUM  
NO. 382, s. 2025


**TIMELINE OF ACTIVITIES AND COMPOSITION OF TASKFORCE IN THE  
IMPLEMENTATION OF JOINT DELIVERY VOUCHER PROGRAM FOR  
SENIOR HIGH SCHOOL TECHNICAL-VOCATIONAL-LIVELIHOOD  
SPECIALIZATION (JDVP-TVL) FOR SCHOOL YEAR 2025-2026**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD & CID  
Education Program Supervisor, TLE  
Project Development Officer II  
All Public Secondary School Heads  
TVL Teachers  
All Others Concerned

1. Relative to DepEd Order No. 002, s. 2025 and DepEd Order No. 006, 2023 on **Guidelines on the Implementation of the Joint Delivery Voucher Program for Senior High School Technical-Vocational-Livelihood Specialization for School Year 2025-2026**, this Office hereby informs the field of the Timeline of Activities and Composition of Task Force for the implementation of JDVP-TVL program for Senior High School SY 2025-2026.
2. The timeline of activities enclosed in this memorandum shall serve as a guide for all concerned in the implementation of JDVP-TVL Program. Compliance with the indicated dates is expected.
3. Further, the creation of the Task Force aims to ensure the smooth implementation of the program. The key functions of the Task Force are: Project Operation Planning, Project Monitoring and Evaluation, and Project Operation Management.
4. All members of the taskforce are expected to conduct inspection, monitoring and evaluation during the implementation of the JDVP-TVL program on November 10, 2025 to January 16, 2026. Please see enclosed Task Force for information and guidance.
5. This Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.



6. This Office directs the immediate and wide dissemination of this Memorandum.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

Encls: As stated

Reference: DepEd Order No. 006, 2023; DepEd Order no. 002, s. 2025

To be indicated in the Perpetual Index  
under the following subject: JDVP-TVL/VOUCHER PROGRAM

Re: TIMELINE OF ACTIVITIES AND COMPOSITION OF TASKFORCE IN THE IMPLEMENTATION OF JOINT  
DELIVERY VOUCHER PROGRAM FOR SENIOR HIGH SCHOOL TECHNICAL-VOCATIONAL-LIVELIHOOD  
SPECIALIZATION (JDVP-TVL) FOR SCHOOL YEAR 2025-2026

SGOD/DRRM/jee



## TIMELINE OF ACTIVITIES FOR JDVP-TVL PROGRAM

ACTIVITIES	DATE	PERSON RESPONSIBLE
SDO Orientation (Virtual Platform) with Potential JDVP Partners, TVL Teachers and SHS School Heads	October 24, 2025 (9:00 A.M.)	SDO JDVP Task Force, SDO JDVP Focal Person
Deadline of submission of letter of Intent and Annex 1 (Application Form) of the interested private SHSs, Non-DepEd public SHSs, and TESDA-accredited private TVIs	October 29, 2025 (5:00 P.M.)	SDO JDVP Task Force
Evaluation and field validation of the documents/requirements submitted by the interested potential JDVP partners	October 30-31, 2025	SDO JDVP Task Force
Release of the Final List of JDVP Partners and Materlist of Grade 12 SHS-TVL Beneficiaries and Issuance of Certificate of Eligibility to JDVP Partner (Annex 2)	November 4, 2025	SDO JDVP Focal Person
Submission of Training Plans and Schedules prepared by the JDVP Partners	November 7, 2025	JDVP Partners
School Orientation with learner beneficiaries, parents/PTA, JDVP Partners, TVL Teachers and SHS School Head	November 6-7, 2025	School Head; SHS TVL Teachers
Start of the JDVP-TVL Program (320 hours/40 days)	November 10, 2025 to January 16, 2026	SDO JDVP Task Force; SDO JDVP Focal Person
Random inspection, monitoring, and evaluation of JDVP-TVL Program	November 10, 2025 to January 16, 2026	SDO JDVP Task Force
Submission of JDVP Annex 3, 3A, and 4 to Division Office	November 21, 2025	SHS TVL Teachers
Submission of Voucher Certificate (Annex 5) to Regional Office	November 28, 2025	Secretariat/TWG
Submission of the four original billing statement (Form 1) with complete attachment and signatories	January 9, 2026	JDVP Partners; Secretariat/TWG
Submission of JDVP Annex 10 to Division Office	January 9, 2026	SHS TVL Teachers; Secretariat/TWG
Preparation and request from TESDA for NC-II Assessment Schedule	January 19-21, 2026	School JDVP Focal Person; School Head
Submission of JDVP Annex 6 and 7 to the Division Office	January 23, 2026	JDVP Partners; Secretariat/TWG
TESDA National Competency Assessment (NC-II) of all JDVP Grade 12 SHS-TVL Beneficiaries	January 19, 2026 to February 27, 2026	SDO JDVP Task Force; SDO JDVP Focal Person; School Heads
JDVP-TVL Program Implementation Review (PIR)	March 2026	RO and SDO JDVP Task Force



DIVISION TASKFORCE FOR JDVP-TVL PROGRAM

POSITION	NAME
Chairperson	Randolph B. Tortola Schools Division Superintendent
Vice-Chairperson	Conniebel C. Nistal Assistant Schools Division Superintendent
Members	Ninian A. Alcasid, Chief CID Rolly B. Labis, Chief SGOD Roque R. Sabasaje, EPS-TVL Marie Jade A. Cacayan, EPS - SHS Focal Kevin B. Asequia, Planning Officer III Maricris P. Quismundo, SEP II - M&E
Secretariat/TWG	Jurica Ethel L. Estrada, PDO II Samantha Ellis M. Geñoso, Registrar I



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