



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools Division
Superintendent**

January 21, 2025

DIVISION MEMORANDUM

No. 046 s. 2025

**SUBMISSION OF APPLICATION FOR ACCREDITATION OF SENIOR
HIGH SCHOOL TVL TRACK TEACHERS AS COMPETENCY ASSESSORS**

To: Assistant Schools Division Superintendent
Chiefs, CID/SGOD
Education Program Supervisors
Public Schools District Supervisors/Acting PSDSs
Public Secondary School Heads
All Others Concerned

1. Per communication from **Carlito F. Quintano**, Provincial Director, TESDA Provincial Office, Tagbilaran City, the Technical Education and Skills Development Authority-Bohol (TESDA-Bohol) shall accept **application for Accreditation of Senior High School TVL Track Teachers as Competency Assessors.**
2. Attached are the different required documents with a Letter Request to be addressed to the Office of the Schools Division Superintendent for Indorsement to TESDA
3. Deadline for submission of application is on **February 7, 2025.**
4. Immediate dissemination of and strict compliance this Memorandum is directed.


FAY C. LUAREZ EdD, PhD TM, CESO VI
OIC-Schools Division Superintendent 

SDS/CID/GPM



Picture
(Passport size,
white
background with
handwritten
name and
signature)

FOR		TITLE OF QUALIFICATION									
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at Name											
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Male	☐ Single	Tel:					☐ TVET graduate		☐ Casual ☐ Permanent		
Female	☐ Married	Mobile phone:					☐ College level		☐ Contractual ☐ Self-employed		
	☐ Window/er	e-mail:					☐ College graduate		☐ Others, p/s. specify		
	☐ Separated	Fax:					☐ Post graduate				
		Others:					☐ Others:				
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Name of Company/Employer				Position		Inclusive Dates		Nature of Job		Length of Service	
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Technical Education and Skills Development Authority
Province of Bohol

Accreditation of SHS TVL Track Teachers as Competency Assessors

List of Requirements (TC # 046 s. 2024):

1. Endorsement from the DepEd SDS through the EPS in charge of the SHS-TVL of the SDO where the teacher is assigned;
2. Accomplished Application Form (*attached file*) with an attached passport-size picture, white background, and with hand written name and signature;
3. One (1) piece picture, 2"x2, white background, and with hand written name and signature;
4. Transcript of Records;
5. Certificate of Employment indicating compliance to the required number of years of relevant work/industry experience for the qualification as specified in the promulgated Training Regulations;
6. NC Level II of higher;
7. TM1-COC 2 Conduct Competency Assessment; and
8. Certification of Loading attested by the Assessment Center Manager, National/Regional/Provincial/District Lead Assessor, and the TESDA Representative, that the Applicant-Competency Assessor has assisted in the assessment to at least one (1) assessment schedule with minimum of five (5) candidates under the supervision of the National/Regional/Provincial/District Lead Assessor.

Note: Teachers may submit the requirements # 1-7 to TESDA Provincial Office. This will be the basis of TESDA for the schedule of "Loading" in this province.