



Republic of the Philippines
Department of Education
Region I



Office of the Regional Director

JAN 11 2022

REGIONAL MEMORANDUM
No. 024, s. 2022

SUBMISSION OF JOINT DELIVERY VOUCHER PROGRAM FOR SENIOR HIGH SCHOOL TECHNICAL VOCATIONAL LIVELIHOOD (JDVP-SHS TVL) BILLING STATEMENTS FOR SCHOOL YEAR 2021-2022

To: Schools Division Superintendents

1. In reference to DepEd Order No. 40, s. 2021 entitled "Guidelines on the Implementation of the Joint Delivery Voucher Program for Senior High School Technical Vocational Livelihood (JDVP-SHS TVL) for School Year 2021-2022", please submit the billing statements with the following attachments listed below:

For the JDVP-SHS TVL Partners

- a. Four (4) folders containing each of the following: original copies of Annexes 8, 9,10 signed by the concerned authorities with STI 1, IMI 1, and bank certification;
- b. One (1) folder containing the copies of attendance sheet of learner – beneficiaries covering the 320 hours duration of training and education, and one (1) copy each of Annexes 1, 2, 3, 4, 5, and 6;
- c. One (1) folder for the Narrative Report with Means of Verifications using Annex 7;
- d. One (1) flash drive for the scanned copies of Annexes 8, 9,10 with signatures of the SDS and ARD Ronald B. Castillo as the Authorized Representative of the Region;
- e. One (1) flash drive for the scanned copies of Annexes 1,2,3,4,5,6, and 7; and
- f. All annexes shall be printed in legal size coupon bands, fastened in long brown folders with the following details in front of every folder.
 - Name of the Division
 - Name of the Senior High School
 - Name of the Partner School
 - Specialization
 - Total Amount of Training Fee

For the Division JDVP-SHS TVL Focal Person

- a. One (1) folder for the Division Consolidated Report on the Monitoring and Evaluation (Annex 11);
- b. One (1) folder for the Division Consolidated Narrative Report on the implementation of the JDVP-SHS TVL (Annex 7);

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c. Summary of JDVP-SHS TVL Billing Statements using the template below; and

Division	Senior High School	JDVP-SHS TVL Partner	Specialization	Number of Learner-Beneficiaries	Total Amount of Training Fee

d. Transmittal letter of the SDS with checklist of the submitted attachments.

2. Please send the scanned copies through email address clmd.region1@deped.gov.ph and the hard copies to the Office of the Regional Director, Flores Street, Catbangan, San Fernando City, La Union on or before March 1, 2022.

3. For information, guidance and compliance.


TOLENTINO G. AQUINO
 Director IV 

Encl: None

Reference: None

To be included in the Perpetual Index
 Under the following subjects:

BILLING STATEMENTS
JDVP-SHS TVL
SUBMISSION

CLMD/jra/jed/RM_JDVPSHSTVLBillingStatementsSubmission
 January 10, 2022

