



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

October 18, 2023

DIVISION MEMORANDUM
CID-2023- **865**

**ASEAN TOOLBOX IMMERSION WORKSHOP FOR SENIOR
HIGH SCHOOL EDUCATORS AND TVET TRAINERS**

To: Noemi P. Canales, Education Program Supervisor
Josie Lyn Dela Cuesta – Atty. Orlando S. Rimando NHS
Rex Castor – Nabunturan NCHS

1. In pursuance to the Regional Memorandum CLMD-2023-645, re: ASEAN Toolbox Immersion Workshop for Senior High School Educators and TVET Trainers on October 25, 2023, at the Pinnacle Hotel and Suites, Sta. Ana Avenue, Davao City, this Office advises your attendance to the said activity.
2. Travel and other incidental expenses incurred during the activity will be charged to local funds or any available funds, all subject to the usual government accounting and auditing rules and regulations.
3. Other details of this Memorandum are contained in the enclosure.
4. Immediate dissemination of the Memorandum to the concerned is desired.

CRISTY C. EPE

Schools Division Superintendent *cf*

Incl.: As Stated.
CIDleyh



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Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
 CLMD 2023 - 645

To : Schools Division Superintendents

Subject: ASEAN TOOLBOX IMMERSION WORKSHOP FOR SENIOR
 HIGH SCHOOL EDUCATORS AND TVET TRAINERS

Date : October 12, 2023

Herewith is the letter invitation from Dir. Tanya Rabat-Tan, Regional Director of the Department of Tourism (DOT) XI, in the ASEAN Toolbox Immersion Workshop for Senior High School Educators and TVET Trainers on October 25, 2023 at the Pinnacle Hotel and Suites, Sta. Ana Avenue, Davao City.

The training program aims to orient the Senior High School educators and trainers on Tourism and Hospitality-related subjects and to familiarize them on the common ASEAN Tourism Curriculum (CATC), the ASEAN Common Competency Standards for Tourism Professionals (ACCSTP), and the use of the ASEAN toolboxes on the identified tourism labor divisions.

The invited participants are as follows:

DIVISION	PARTICIPANTS	DIVISION	PARTICIPANTS
Davao City	TVL EPS Marcelo Roco and 2 school heads	Digos City	TVL EPS Gemma Salanga and 2 school heads
Davao del Norte	TVL EPS Ernie Aguan and 2 school heads	IGACOS	TVL EPS Maryann Eliseo and 2 school heads
Davao de Oro	TVL EPS Nornie Canales and 2 school heads	Mati City	TVL EPS Jose Barba Jr. and 2 school heads
Davao del Sur	TVL EPS Leilanie B. Tingzon and 2 school heads	Petal City	TVL EPS Celestino Revamonte Jr. and 2 school heads
Davao Occidental	TVL EPS Aurora Mellorida and 2 school heads	Tagum City	TVL EPS Vladimir Santos and 2 school heads
Davao Oriental	TVL EPS Charlie Aspacio and 2 school heads	Regional Office	SHS Focal/TVL, EPS Fedelina O. Huevos

Participants are required to bring their own laptop and extension wire. They are requested to register through this link: https://bit.ly/ASEAN_ToolboxRII on or before October 20, 2023.

Travel and other incidental expenses incurred during the activity will be charge to local or any available funds; all subject to the usual government accounting and auditing rules and regulations.

Please see attached for further details.

Immediate dissemination of this Memorandum to all concerned is desired.

DEPARTMENT OF EDUCATION
 DAVAO REGION

RELEASED

By the Authority of the Regional Director

ALLAN G. FARNAZO
 Director IV

ROY T. ENRIQUEZ
 Chief Administrative Officer
 Officer-in-Charge

Enclosure:
 As stated
 RACD/1234

16/10/23 10:10 AM





09 October 2023

DIRECTOR ALLAN G. FARNAZO, CESO IV
Regional Director
Department of Education—Region 11
F. Torres Street, Davao City

DEPARTMENT OF EDUCATION (DOE)
RECORDS SECTION

RECEIVED

By: [Signature]
Date: 10-10-23 Time: 1:50 PM

Dear Director Farnazo:

Mabuhay ug madayaw!

We are pleased to inform you that in line with our commitment to the ASEAN Mutual Recognition Arrangement on Tourism Professionals (MRA-TP), the Department of Tourism will be conducting the *ASEAN Toolbox Immersion Workshop for Senior High School Educators and TVET Trainers* on **25 October 2023 (Wednesday), 08:00am-05:00pm** at the Pinnacle Hotel and Suites, Sta. Ana Avenue, Davao City.

This training program aims to orient the Senior High School educators and trainers on Tourism and Hospitality-related subjects and to familiarize them on the Common ASEAN Tourism Curriculum (CATC), the ASEAN Common Competency Standards for Tourism Professionals (ACCSIP), and the use of the ASEAN toolboxes on the identified tourism labor divisions.

Through learning the job titles, qualifications and corresponding competencies and standards stated in the ASEAN MRA-TP, they can appreciate and better impart to their students its significance as a mechanism that shall provide lifelong opportunities to their students as the future tourism professionals.

In this regard, we would like to invite the following representatives from the various divisions preferably the following persons who teach Tourism and Hotel Management related subjects in Junior and Senior High School that are under the identified ASEAN MRA-TP labour divisions (Front Office, Housekeeping, Food Production/Cookery, Food and Beverage Services, Travel Agencies and Tour Operations divisions):

1. Regional SHS Focal or Coordinator (1)
2. Regional TVL Coordinator (1)
3. Division TVL Supervisor/Coordinator (1)
4. Division Senior High School Coordinators (1)
5. One SHS-TVL Teacher for each Division (1)

Participants are required to each bring their own laptop computers. Electronic copies of the materials and worksheets are to be provided during the workshop. Nominated participants from your office are requested to register individually on or before October 20, 2023 through this link: https://bit.ly/ASEAN_ToolboxR11

For inquiries and clarification, your office personnel may coordinate with Ms. Clarence Yag through email address: dotdavaotrainingunit@gmail.com and mobile numbers: (0945) 402-0606/(0939) 260-8666.

Thank you for your support to the tourism industry. We look forward to your positive response to this invitation.

Very truly yours,

TANYA KABAT-TAN
Regional Director



PROGRAM OF ACTIVITIES

TITLE OF TRAINING: "ASEAN TOOLBOX IMMERSION WORKSHOP"

DATE: October 25, 2023

VENUE: Pinnacle Hotel and Suites, Davao City

DAY/TIME	TOPIC	RESOURCE PERSONS
7:45am - 8:00am	<ul style="list-style-type: none"> ➤ Opening Ceremony Plenary Session ➤ Opening Remarks 	<p>Regional Training Officer DOT-R11</p> <p>DIRECTOR TANYA VIRGINIA P. RABAT-TAN DOT-R11</p>
08:00am - 12:00pm	<ul style="list-style-type: none"> ➤ Introduction of ASEAN Masters as Resource Persons ➤ Philippine Qualifications Framework <ul style="list-style-type: none"> • PQF Levels • Comparison between DepEd SHS, CHED OBE and TESDA TR • Comparison between PQF and AQRF • Implications ➤ MRA – TP Diagnostic Test ➤ The ASEAN Mutual Recognition Arrangement on Tourism Professionals (MRA-TP) ➤ Introduction on the ASEAN Mutual Recognition Arrangement on Tourism Professionals ➤ Common ASEAN Tourism Curriculum (CATC) ➤ ASEAN Common Competency Standards for Tourism Professionals (ACCSTP) ➤ ASEAN Toolbox 	<p>Ms. Jennifer Jacobo OIMD</p> <p>ASEAN Master Trainer Shella B. Dawang</p> <p>ASEAN Master Assessor Maria Susanna F. Edilo Resource Speakers</p>

<p>1:00pm – 5:00pm</p>	<p>➤ Workshop 3 Labor Divisions per ASEAN Master <i>Food Production, F&B Services and Front Office (Speaker 1)</i> <i>Housekeeping, Travel Agencies and Tour Operations (Speaker 2)</i></p> <p>Workshop 1: Opening the ASEAN Toolbox Workshop 2: Utilizing the Toolbox</p> <p>➤ Discussion on Workshop Activities and Mechanics ➤ Discussion on Expected Outputs ➤ Presentation of Outputs ➤ Evaluation of Outputs / Feedback and Critiquing of Resource Speaker per group</p>	<p>ASEAN Master Trainer Sheila B. Dawang</p> <p>ASEAN Master Assessor Maria Susanna F. Edilo</p>
<p>5:00pm</p>	<p>Closing Ceremony</p>	

*Schedule is subject to change.