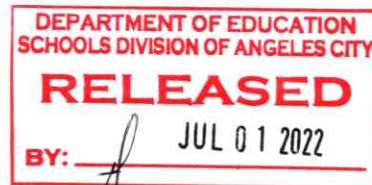




Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



June 30, 2022

DIVISION MEMORANDUM

No. 247 s. 2022

**CONDUCT OF PROGRESS MONITORING AND EVALUATION ON
SENIOR HIGH SCHOOL WORK IMMERSION**

To: Assistant Schools Division Superintendent
OIC Chief, Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors
School Heads of Senior High Schools

1. To ensure effective implementation of Work Immersion of SHS students during the 2nd semester of the SY 2021-2022, the Work Immersion Division Focal Person is tasked to conduct progress monitoring and evaluation of all Senior High School Implementing Schools using modified monitoring tools for Work Immersion During Crisis Situation.

2. Attached are the modified online work immersion tools to be used by Supervisor/Monitor, School and partner institutions/establishments, and students:

A. Work Immersion Monitoring and Evaluation Tool – this tool is a one-shot evaluation of work immersion which will be accomplished by the school and supervisor two weeks after the work immersion activity. The link for the Work Immersion Monitoring and Evaluation Tool is **<https://bit.ly/SME-WI2021-22>**.

B. Work Immersion Teacher Monitoring Form – this tool is to be accomplished by the Work Immersion Teacher during the monitoring of Home-Based and School-Based Work Immersion. Then, there should be a separate Learner Monitoring Form for each learner. The link for Work Immersion Teacher Monitoring is **<https://bit.ly/WITeacher>**.

C. Competency Level Evaluation Tool – this will be accomplished by the Work Immersion Partner Institution Supervisor (WIPIS) for every



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learner. This will make sure that the learners will be able to acquire the competencies during WI in Crisis Situations. The link for Competency Level Evaluation Tool is

<https://bit.ly/PartnerInstitution> .

D. Work Immersion Survey Questionnaire for the Learners – this will be accomplished by learners undergoing work immersion via this link

<https://bit.ly/WISurveyforLearners>.

E. Post Work Immersion Survey Form for Partners – this will be accomplished by the Work Immersion Partners after the learners have undergone the work immersion. This is conducted to know the impact the learners have given to the company. The link for the Post Work Immersion Survey Form for Partners is

<https://bit.ly/WISurveyforPartners>.


3. All TVL learners are required to undergo at least 80 hours of work immersion in a particular specialization following the different work immersion delivery models under the DM-CI-2020-0085 Guidelines for Work Immersion Implementation During Crisis Situation. However, those who had other options as stated below shall submit electronic report to this link

<https://bit.ly/WIReport2021> following the pieces of evidence needed in the Work Immersion Monitoring and Evaluation Tool:

- A. Accounting, Business, and Management (ABM) who had their Business Enterprise Simulation (DO NO. 39, S. 2018);
- B. Humanities and Social Sciences (HUMSS) learners who had their Culminating Activity (DO NO. 39, S. 2018); and
- C. Science, Technology, Engineering and Mathematics (STEM) learners who had their Research/Capstone Project (DO NO. 39, S. 2018)

4. Deadline for accomplishing this will be on July 7, 2022.

5. Wide dissemination of this Memorandum is desired.


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