



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

JANUARY 13, 2026

REGIONAL MEMORANDUM  
ESSD – 2026 – 0021

To: Schools Division Superintendents ) Division of Bayugan City  
All Others Concerned

**NATIONAL ORIENTATION ON THE MENTAL HEALTH CRISIS RESPONSE AND  
MANAGEMENT TOOLKIT- BATCH 1**

1. In reference to Office Memorandum DM-OUOPS-2025-08-04123 dated August 20, 2025, the Bureau of Learner Support Services – School Health Division (BLSS-SHD) will conduct the National Orientation on the Mental Health Crisis Response and Management (MHCRM) Toolkit – Batch 1. Originally scheduled on October 21–24, 2025, the activity has been rescheduled to **January 27–30, 2026** at the **World Palace Business Center, Davao City**.

2. This activity aims to ensure a systematic, timely, and quality service delivery to learners experiencing mental health crises.

3. In this regard, the following personnel are requested to attend this activity:

| Division        | Name of Personnel                                                                                        |
|-----------------|----------------------------------------------------------------------------------------------------------|
| Regional Office | Jumer C. Carlon, MD<br>Giro Paolo Misael V. Almendralejo<br>Charlestone A. Otaza<br>Leah Ellen V. Yaoyao |
| Bayugan City    | Herlyn D. Asis                                                                                           |

4. Travel expenses shall be charged to the downloaded funds. Any excess shall be charged to any available local funds, subject to the existing government accounting and auditing rules and regulations.

5. Attached is a copy of the referenced memorandum for guidance and reference.

6. For inquiries and concerns, please contact Ms. Ellen V. Yaoyao, Technical Assistant I of the School Mental Health Program, at 0954-394-0384 or via email at leahellen.yaoyao@deped.gov.ph.



7. For information and dissemination.

ESSD/levy  
01/12/2026

Digitally  
signed by  
Asuncion  
Maria Ines  
Casona  
Date:  
2026.01.13  
11:56:20  
**MARIA INES C. ASUNCION**  
Director IV  
Regional Director



Republic of the Philippines  
Department of Education  
BUREAU OF LEARNER SUPPORT SERVICES

OFFICE OF THE DIRECTOR

ADVISORY

January 7, 2026

In reference to the OUOPS Memorandum No. DM-OUOPS-2025-08-04123 (**Annex A**), this Office, through the School Health Division, hereby informs concerned offices and participants of the change in the date and the venue (**Annex B**) of the **Conduct of the National Orientation on the Mental Health Crisis Response and Management Toolkit**. The activity will now be held at the **World Palace Business Center, Davao City**, from **January 27 to 30, 2026**.

**PARTICIPANT INFORMATION**

1. The program management team does not allow substitution of participants. Only the participants who submitted their confirmation through the registration form will be allowed to join the activity (**Annex C**).
2. Strict attendance in all sessions is required. Certificate of Appearance and Certificate of Participation will be given at the end of the activity after the completion of the evaluation form.
3. For the conduct of activities that will fall on weekends and holidays, the Regional Office and/or Schools Division Office is requested to provide Compensatory Time-Off (CTO) to the participants to compensate for time rendered that is supposed to be for personal use and rest.

**LOGISTICS AND ACCOMMODATION**

4. Standard check-in time will be at 2:00 PM on January 27, 2026. Check-out will be at 12:00 NN on January 30, 2026. Please check your flight schedule to avoid delays, cancellations, and inconvenience.
5. Breakfast, lunch, AM/PM snacks, and dinner during training will be provided. The program management team will provide additional information during the event on the exact venues/time where/when the meals and snacks will be served. For any dietary restrictions, please inform the program management team.
6. Meals and accommodations are as follows:

| MEALS     | Day 1 | Day 2 | Day 3 | Day 4 |
|-----------|-------|-------|-------|-------|
| Breakfast |       | ✓     | ✓     | ✓     |
| AM Snacks |       | ✓     | ✓     | ✓     |
| Lunch     | ✓     | ✓     | ✓     | ✓     |
| PM Snacks | ✓     | ✓     | ✓     |       |
| Dinner    | ✓     | ✓     | ✓     |       |

7. This is a **4-day live-in training**; all participants are expected to attend and complete the whole activity. Participants are expected to bring their clothes and other hygiene kits.
8. All attendees must be in **good healthcondition**. Do not forget to **bring your medicines** if you are under medication/treatment. You may also ask for assistance if

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you are not feeling well, so that the program management team can immediately take action.

9. Bringing respective **laptops** or other **writing devices** and **personal outlet extension** for the activity is encouraged.

#### CHARGING OF EXPENSES

10. Those who will need to stay after January 30 may coordinate directly with World Palace Business Center. For concern and inquiries, you may contact them at **0945-700-6203/0943-129-8741** or via Facebook page <https://www.facebook.com/worldpalace.hotelandbar/>
11. Transportation and other related expenses may be charged to the downloaded Program Support Funds for Learner Support Program (LSP-PSF) - School Mental Health Program (SMHP) of the respective Offices, subject to the usual accounting, budgeting, and auditing rules and regulations.
12. Offices concerned are requested to augment funds should the allocation from LSP PSF prove insufficient.
13. For questions and further clarifications, please contact BLSS-School Health Division on telephone number **(02) 8632-9935** or via email at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).

#### ATTACHMENTS

1. OUOPS memorandum DM-OUOPS-2025-08-04 123 (Annex A)
2. Signed Change of Date (Annex B)
3. List of Participants (Annex C)
4. Indicative program (Annex D)

  
**DR. MIGUEL ANGELO S. MANTARING**  
Director IV, Bureau of Learner Support Services

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Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM  
DM-OUOPS-2025-\_\_-\_\_

TO : **REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER**

FROM : **MALCOLM S. GARMA**  
Assistant Secretary, Officer-in-Charge,  
Office of the Undersecretary for Operations

SUBJECT : **NATIONAL ORIENTATION ON THE MENTAL HEALTH CRISIS  
RESPONSE AND MANAGEMENT TOOLKIT**

DATE : August 20, 2025

DepEd is committed to promoting and protecting the mental health and well-being of learners by fulfilling its mandates under **R.A. 11036** or the *Mental Health Act* and **R.A. 12080** or the *Basic Education Mental Health and Wellbeing Promotion Act*. To ensure the relevance of DepEd's mental health initiatives pursuant to the said mandates, the Bureau of Learner Support Services – School Health Division (BLSS-SHD) established the **School Mental Health Program (SMHP)**.

One of the key components of the School Mental Health Program (SMHP) is the **Mental Health Crisis Response and Management (MHCRCM)**. The MHCRCM mechanism shall be activated during situations involving mental health crises, disasters, emergencies, or child protection concerns. It ensures that affected learners receive timely and appropriate mental health and psychosocial support (MHPSS) interventions.

To operationalize MHCRCM, this Office has drafted the guidelines and protocols for the effective response, management, reporting, and monitoring of mental health crisis cases. As part of this effort, a **National Orientation on the Mental Health Crisis Response and Management Toolkit** will be conducted on **October 21-24** in **Davao City**. This activity is crucial in ensuring a systematic, timely, and quality service delivery to learners experiencing mental health crises. Attached are the following for your reference: Indicative program (Annex A) and Travel Advisory (Annex B)

In this regard, BLSS-SHD invites **five (5) participants per region** to the said activity: one (1) RO SMHP Coordinator, one (1) RO Technical Assistant for School Health Programs one (1) RO DRRM focal, one (1) RO LRP focal, and one (1) SDO or school-based Guidance Counselor. For confirmation of attendance, participants are requested to individually register through this link: <https://tinyurl.com/Reg-form-MHCRCM-toolkit-Batch-1> on or before **August 29, 2025**.

For questions and further clarifications, please contact **Belle Beatrice D. Hombrebueno**, Technical Assistant II, through Viber number **09153857653**. You may also reach out to the BLSS-School Health Division, through email at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).



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Republic of the Philippines  
Department of Education  
**BUREAU OF LEARNER SUPPORT SERVICES**

**OFFICE OF THE DIRECTOR**

MEMORANDUM

FOR : **MALCOLM S. GARMA**  
Undersecretary for Governance and Operations

THROUGH :   
**GEORGINA ANN H. YANG**  
Assistant Secretary for Operations  
Officer-in-Charge, BLSS

SUBJECT : **REQUEST FOR AUTHORITY TO CHANGE THE DATE AND VENUE OF THE CONDUCT OF THE NATIONAL ORIENTATION ON MENTAL HEALTH CRISIS RESPONSE AND MANAGEMENT TOOLKIT**

DATE : October 17, 2025

Authority is hereby requested to change the date and venue of the **Conduct of the National Orientation on Mental Health Crisis Response and Management Toolkit**, as follows:

| FROM                                         | TO                                              |
|----------------------------------------------|-------------------------------------------------|
| October 21-24 2025<br>Region XI - Davao City | January 27-30, 2026<br>Region XI - Within Davao |

Despite efforts to secure an appropriate location, no venue was available on the intended dates that meets the logistical and capacity requirements necessary to ensure the success and effectiveness of the orientation. Rescheduling will allow sufficient time to secure a proper venue and ensure a conducive environment for all participants.

In addition, there have been reports of damages to facilities caused by the recent 7.6 magnitude earthquake that struck Davao on October 10, 2025 and its aftershocks. To ensure the safety and well-being of all participants, and to allow time for the assessment of the affected establishments and necessary repairs, rescheduling the activity is deemed necessary.

Attached is a copy of the approved Activity Request for ready reference.

For the consideration of the Honorable Undersecretary.

[BLSS-SHD/JAA]

**Annex C**

In reference to the *OUOPS memorandum DM-OUOPS-2025-08-04123*, below are the names of the official participants for the upcoming **National Orientation on Mental Health Crisis Response and Management Toolkit on January 27-30, 2026**

|    | NAME                            | REGION/OFFICE |
|----|---------------------------------|---------------|
| 1  | Amante C. Ofiana Jr.            | Region I      |
| 2  | Elmer P. Sabado                 |               |
| 3  | Jose Ritchie B. Perez           |               |
| 4  | Geneva D. Anies                 |               |
| 5  | Dr. Mae Lavern M. Sibayan-Oriña |               |
| 6  | Almira Marie V. Cabulay         | Region II     |
| 7  | Emilito S. Pascual              |               |
| 8  | Kae Kryzzl C. Paragas-Mamba     |               |
| 9  | Rhianne C. Natividad            |               |
| 10 | Romeo A. Palattao               |               |
| 11 | Ginno Jhep A. Pacquing          | Region III    |
| 12 | Jose Ezra D. Rostrata           |               |
| 13 | Jewel Richelle L. Soliman       |               |
| 14 | Albert A. Manlutac              |               |
| 15 | Airene P. Dayrit                |               |
| 16 | Michaela Mae H. Formalejo       | Region IV-A   |
| 16 | Pearl Oliveth S. Intia          |               |
| 17 | Justiniano N. Celeste           |               |
| 18 | Lea Imelda E. Ibayán            |               |
| 19 | Rochelle May Nisola             |               |
| 20 | Maria Anna Irene San            | MIMAROPA      |
| 21 | Hannah R. Pacija                |               |
| 22 | Lolaine B. Bagsic               |               |
| 23 | Floyd A. Socrates               |               |
| 24 | Jo Anne N. Manjares             |               |
| 25 | Jerome B. Bino Jr.              | Region V      |
| 26 | Sylver Rose Nile S. Olicia      |               |
| 27 | Israel F. Parra                 |               |
| 28 | Marites C. Basilla              |               |
| 29 | Maria Cristina G. Baroso        |               |
| 30 | TA SMHP Focal                   | Region VI     |
| 31 | LRP focal                       |               |
| 32 | DRR focal                       |               |
| 33 | Regional MO SMHP focal          |               |
| 34 | NIR focal                       |               |
| 35 | Mary Joy C. Cañete              | Region VII    |
| 36 | Rogelio John D. Villamor Jr.    |               |
| 37 | Sueden S. Lanje                 |               |
| 38 | Ranilo E. Edar                  |               |
| 39 | NIR Focal                       |               |
| 40 | Mary Jean A. Hidalgo            | Region VIII   |

|    |                                |                |
|----|--------------------------------|----------------|
| 41 | Kristel Jane Marie Cotejar     | Region IX      |
| 42 | Eden A. Dadap                  |                |
| 43 | Penelope L. Solis              |                |
| 44 | Dr. Angelica C. Rodriguez      |                |
| 45 | Shulamite Grace L. Amores      |                |
| 46 | Kathlenn Grace F. Baguio       |                |
| 47 | Leila S. Enriquez              |                |
| 48 | Alexis Jane R. Adan            |                |
| 49 | Harold T. Antes                | Region X       |
| 50 | Joan B. Cañeda                 |                |
| 51 | Lee Nemson T. Edillon          |                |
| 52 | Mell Heiston R. Genson         |                |
| 53 | Myra G Yee                     |                |
| 54 | Niño B. Asa                    | Region XI      |
| 55 | Rhea Amor P. Lara              |                |
| 56 | Bonifacio Jr. V. Amit          |                |
| 57 | Stephen Mark T. Castres        |                |
| 58 | Melecare M. Carrillo           |                |
| 59 | David Cabañas Cataytay         | Region XII     |
| 60 | Edelyn Grace A. Jamila         |                |
| 61 | Kem B. Gulmatico               |                |
| 62 | Margareth Mikaela C. Lasam     |                |
| 63 | Jann Earl Wendell J. Lope      |                |
| 64 | Joannie Avbegail V. Apud       | CARAGA         |
| 65 | Herlyn D. Asis                 |                |
| 66 | Leah Ellen V. Yaoyao           |                |
| 67 | Charlestone A. Otaza           |                |
| 68 | Giro Paolo Misael Almendralejo |                |
| 69 | Megnon P. Beldad               | NCR            |
| 70 | Alberto D. Villamor            |                |
| 71 | Lorena Maria D. Castillo       |                |
| 72 | Connie P. Gepanayao            |                |
| 73 | Aries M. Arboladura            |                |
| 74 | Louise Ivy D. Millona          | CAR            |
| 75 | Dalton S. Teliao               |                |
| 76 | Raymond S. Damoslog            |                |
| 77 | Ly Shema A. Nebalasca          |                |
| 78 | Menchie P. Gamongan            |                |
| 79 | Brenda C. Matias               | BARM           |
| 80 | DRRM Coordinator               |                |
| 81 | Normaleah M. Guro              |                |
| 82 | Hayanisah B. Bantuas           | Central Office |
| 83 | LRPD Representative            |                |
| 84 | DRRMS Representative           |                |

|  |  |  |
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#### Annex D

| TIME                      | ACTIVITY                                                                                                                                                                                                                                                                                                                                         | PERSON/OFFICE RESPONSIBLE     |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <b>Day 1 – January 27</b> |                                                                                                                                                                                                                                                                                                                                                  |                               |
| 9:00 AM – 11:30 AM        | Arrival of Participants<br>Registration                                                                                                                                                                                                                                                                                                          | Program Management Team (PMT) |
| 11:30AM – 1:00PM          | Lunch                                                                                                                                                                                                                                                                                                                                            | -                             |
| 1:00 PM – 2:30 PM         | Opening Program <ul style="list-style-type: none"> <li>Preliminaries</li> <li>Welcome Remarks</li> <li>Introduction of the participants</li> <li>Presentation of Indicative Program of Activities</li> <li>Introduction of School Mental Health Program</li> <li>Introduction of Mental Health Crisis Response and Management (MHCRM)</li> </ul> | PMT                           |
| 2:30 PM – 3:30 PM         | <b>ORIENTATION</b><br>Short Orientation on the Implementing Rules and Regulations of R.A 12080                                                                                                                                                                                                                                                   | PMT                           |
| 3:30 PM – 4:00 PM         | Health Break                                                                                                                                                                                                                                                                                                                                     | PMT                           |
| 4:00 PM – 5:00 PM         | End-of-day Evaluation and Clearing House / Other Reminders                                                                                                                                                                                                                                                                                       |                               |
| <b>Day 2 – January 28</b> |                                                                                                                                                                                                                                                                                                                                                  |                               |
| 8:00 AM – 8:30 AM         | Management of Learning <ul style="list-style-type: none"> <li>Leveling of Expectations</li> <li>Program Objectives</li> <li>Program Matrix</li> <li>Session Norms</li> </ul>                                                                                                                                                                     | PMT                           |
| 8:30 AM – 10:00 AM        | <b>SESSION 1</b><br>Introduction to Mental Health Crises                                                                                                                                                                                                                                                                                         | PMT                           |
| 10:00 AM – 10:30 AM       | Health Break                                                                                                                                                                                                                                                                                                                                     | -                             |
| 10:30 AM – 12:00 PM       | <b>SESSION 2.5</b><br>Recognizing Early Warning Signs, De-Escalation Techniques and Communication Skills.                                                                                                                                                                                                                                        | Resource Person               |
| 12:00 PM – 1:00 PM        | Lunch Break                                                                                                                                                                                                                                                                                                                                      | -                             |
| 1:00 PM – 2:30 PM         | <b>SESSION 2.5</b><br>Recognizing Early Warning Signs, De-Escalation Techniques and Communication Skills.                                                                                                                                                                                                                                        | Resource Person               |
| 2:30 PM – 3:00 PM         | Health Break                                                                                                                                                                                                                                                                                                                                     | -                             |
| 3:00 PM – 4:30 PM         | <b>SESSION 3</b><br>Practice drills.                                                                                                                                                                                                                                                                                                             | Resource person               |
| 4:30 PM – 5:00 PM         | End-of-day Evaluation and Clearing House / Other Reminders                                                                                                                                                                                                                                                                                       | PMT                           |
| <b>Day 3 – January 29</b> |                                                                                                                                                                                                                                                                                                                                                  |                               |
| 8:00 AM – 8:30 AM         | Management of Learning <ul style="list-style-type: none"> <li>Leveling of Expectations</li> <li>Program Objectives</li> <li>Program Matrix</li> <li>Session Norms</li> </ul>                                                                                                                                                                     | PMT                           |

|                           |                                                                                                                                                                                      |                 |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 8:30 AM – 9:30 AM         | <b>SESSION 4</b><br>Presentation of the Mental Health Crisis Response Framework                                                                                                      | Resource Person |
| 9:30 AM – 10:00 AM        | Health Break                                                                                                                                                                         | -               |
| 10:00 AM – 12:00 PM       | <b>SESSION 5.5</b><br>Introduction to the Mental Health Crisis Response Mechanism                                                                                                    | Resource Person |
| 12:00 PM – 1:00 PM        | Lunch Break                                                                                                                                                                          | -               |
| 1:00 PM – 2:30 PM         | <b>SESSION 5.5</b><br>Continuation on the Mental Health Crisis Response Mechanism                                                                                                    | Resource Person |
| 2:30 PM – 3:00 PM         | Health Break                                                                                                                                                                         | -               |
| 3:00 PM – 4:30 PM         | <b>SESSION 6</b><br>Guidelines on Responding, Post-Interventions, Referral, Reporting and Monitoring                                                                                 | Resource Person |
| 4:30 PM – 5:00 PM         | End-of-day Evaluation and Clearing House / Other Reminders                                                                                                                           | PMT             |
| <b>Day 4 – January 30</b> |                                                                                                                                                                                      |                 |
| 8:00 AM – 8:30 AM         | Management of Learning <ul style="list-style-type: none"> <li>• Leveling of Expectations</li> <li>• Program Objectives</li> <li>• Program Matrix</li> <li>• Session Norms</li> </ul> | PMT             |
| 8:30 AM – 9:30 AM         | <b>SESSION 7</b><br>Legal and Ethical Considerations and Toolkit Appendices                                                                                                          | Resource Person |
| 9:30 AM – 10:00 AM        | Health Break                                                                                                                                                                         | -               |
| 10:30 AM – 12:00 PM       | <b>SESSION 8</b> <ul style="list-style-type: none"> <li>• Discussion on how-to-cascade</li> <li>• summative post-test</li> <li>• Action Planning.</li> </ul>                         | Resource Person |
| 12:00 PM – 1:00 PM        | Lunch Break                                                                                                                                                                          | -               |
| 1:00 PM – 2:00 PM         | Closing Program <ul style="list-style-type: none"> <li>• Awarding of Certificates to Resource Persons</li> <li>• Awarding of Certificates to Participants</li> </ul>                 | PMT             |
| 2:00 PM                   | Going Home                                                                                                                                                                           | -               |