



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



August 14, 2018

REGIONAL MEMORANDUM

No. 427 s. 2018



To: All Schools Division Superintendents
This Region

**PARTICIPATION TO THE NATIONAL TRAINING OF GUIDANCE ADVOCATES ON
CAREER GUIDANCE STRENGTHS AND STRATEGIES**

1. The Bureau of Learners Support Services- Youth Formation Division will conduct a National Training of Trainers for Career Advocates on Basic Career Guidance Skills-Mindanao Cluster on August 28-31, 2018 at Sta. Monica, Siargao, Surigao del Norte.
2. In this connection, the identified personnel are requested to attend the said activity (kindly refer to enclosure 1 for the list of participants).
3. Food and accommodation of the participants for the whole duration of the activity shall be charged against the downloaded Program Support Fund from the Central Office.
4. Travelling expenses of the participants shall be charged against the Program Support Funds for Youth Formation Program Activities downloaded to DepEd Caraga Region XIII Regional Office.
5. The participants shall be entitled to service credits in accordance with DepEd Order No. 53 s. 2003 entitled Updated Guidelines on the Grant of Vacation Service Credits to Teachers. Likewise, Non-teaching Personnel, including Management Staff shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) joint circular No. 02 s. 2004 on Non-monetary Remuneration for Overtime Service Rendered.
6. For more details, please refer to the attachments.
7. Immediate dissemination of this memorandum to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC- Regional Director

Enclosure No. 1:

Career Guidance Program Participants

August 28-31, 2018

Sta. Monica, Siargao , Surigao del Norte

No.	Office	Name	Position
1	Regional Office	Adrilene Mae J. Castaños	PDO IV
2	Agusan del Norte	Doris Calunsag	Guidance Counselor
3	Agusan del Sur	Dave Pasquito	Career Guidance Advocate
4	Bayugan City	Corazon Adrales	Career Guidance Advocate
5	Bislig City	Joemico Nunez	PDO1
6	Butuan City	Generuth Bagaforo	Guidance Counselor
7	Cabadbaran City	Jenevie Dominse	Career Guidance Advocate
8	Dinagat Island	Emelinda Raza	EPS-ESP
9	Siargao Islands	Josiemer N. Banaybanay	RGC
10	Surigao City	Rowena Salas	EPS-RGC
11	Surigao del Norte	Lorna E. Borja	EPS
12	Surigao del Sur	Glee Cris Urbiztondo	PDO1
13	Tandag City	Maria Teresa Ajos	EPS

Certified true:



FRANCIS CESAR B. BRINGAS, CESO IV
OIC-Regional Director



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

MEMORANDUM
1 August 2018

For: **Regional Directors and ARMM Regional Secretary
Chiefs, Education Support Services Division
Schools Division Superintendents and ASDS**

Subject: **CONDUCT OF THE NATIONAL TRAINING FOR CAREER
ADVOCATES ON CAREER GUIDANCE TRENDS
AND STRATEGIES**

The Bureau of Learner Support Services thru the Youth Formation Division will spearhead the National Training of Trainers for Teachers and Career Advocates, in support to the implementation of **career guidance program** on the following schedule:

Cluster	Training Schedule	Venue*
• Luzon Cluster – Batch 1 (Regions I,II, III, CAR)	06-09 August 2018	Hotelinda Suites, Rivero St., Brgy. VIII, Vigan, Ilocos Sur
• Luzon Cluster – Batch 2 (Regions IVA, IVB, V, NCR)	13-17 August 2018	Within NCR
• Visayas Cluster (Regions VI, VII, VIII)	21-24 August 2018	Within Region VII
• Mindanao Cluster (Regions IX, X, XI, XII, Caraga, ARMM)	28-31 August 2018	Within Region XI <i>changed to</i> <i>Sarangani</i>
Mass Training of Teachers and Career Advocates	September- December 2018	Within Regions/Divisions

**specific venue to be announced*

The training aims to 1) **build the capacity of trainers** to conduct the mass training of teachers and career guidance advocates on career guidance strategies; and 2) **prepare each region's mass training plan.**

Office of the Undersecretary for Administration

(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)
Department of Education, Central Office, Meralco Avenue, Pasig City
Room 519, Mabini Building; Mobile: +639260320762; Landline: +6326337203, +6326376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo



The participants will be **teacher trainers, guidance counselors and supervisors** and will include **one (1) Regional YFD Coordinator** who shall monitor and lead the regional participants during the training. Likewise, he/she will oversee the conduct of the mass training in their respective regions. **All Schools Divisions must be represented in the regional delegation.**

The criteria for the selection of trainer-participants for the NTOT are the following:

- Must be physically fit
- Possess excellent communication and facilitation skills
- Must be career advocates/trainers/preferably guidance counselor
- Have been involved in any trainings related to career

In this connection, it is requested that the regional consolidated list of participants for the national training be submitted to blss.yfd@deped.gov.ph **on or before 03 August 2018**, using the template in the enclosure 1, based on the allocation below:

Region	Number of Participants	Region	Number of Participants
I	15	IX	9
II	14	X	12
III	21	XI	10
IVA	20	XII	9
IVB	8	CARAGA	12
V	17	ARMM	9
VI	20	CAR	10
VII	20	NCR	19
VIII	20		

Participants are expected to **check-in at 3:00pm, a day before the scheduled** dates for the registration, with dinner as the first meal. The transportation expenses shall be reimbursed at the region charged to the downloaded funds for the said activities.

The participants shall be entitled to service credits in accordance with DepEd Order No. 53 s. 2003 entitled *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. Likewise, non-teaching personnel, including management staff shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission





Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

MEMORANDUM

24 July 2018

For: **Regional Directors**
Regional Secretary, DepEd ARMM

Subject: **PARTICIPATION OF CHIEF TRAINERS FOR THE CONDUCT**
OF NATIONAL TRAINING OF TRAINERS
FOR TEACHER-ADVISER TRAINING PROGRAM -
VISAYAS AND MINDANAO CLUSTER

The Bureau of Learner Support Services through the Youth Formation Division (BLSS-YFD) will conduct the **National Training of Trainers Teacher-Adviser Training Program on August 20-23, 2018 (Visayas Cluster) and August 25-28, 2018 (Mindanao Cluster)**. The exact venue will be announced later.

The program specifically aims to 1) empower the teacher-advisers to be responsible, hardworking, service-oriented, persevering, value-driven, and culturally rooted equipped with world class skills imbued with values such as maka-Diyos, makatao, makakalikasan at makabansa; 2) provide the teacher-advisers a venue for collaborative and integrative projects, ideation, formulation and critique of the dynamic, feasible, doable, and concrete general plan of activities and social innovations for implementation in the schools; 3) increase engagement of teacher-advisers for school and community development and as an effective partner in creating a child friendly, gender-sensitive, safe and motivating environment for the learners; 4) deepen the understanding of teacher-advisers on the learner's interests, motivation, and the importance of youth participation in their holistic development; and 5) increase the support and contribution in the student organization as teacher-adviser.

Office of the Undersecretary for Administration

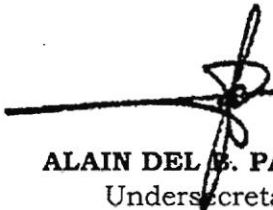
(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)
Department of Education, Central Office, Meralco Avenue, Pasig City
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(CSC) and Department of Budget and Management (DBM) Joint Circular No. 02 s. 2004 on Non-Monetary Renumeration for Overtime Service Rendered.

The funds support for the mass training are downloaded to the regions to cover expenses for board and lodging, supplies and contingencies related to the training.

For more details, all concerned may contact Ms. Glenda M. Granadozin, at telephone number (02) 637 98 14 or email to blss.yfd@deped.gov.ph.

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Underscretary



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Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES
DepEd Complex, Meralco Avenue, Pasig City

August 1, 2018

DR. CESAR B. BRINGAS, CESO V
Regional Director
DepEd Caraga Region
Jose Rosales Ave., Butuan City

Attention: **DR. MA. THERESA M. REAL**
Schools Division Superintendent
Division of Siargao

Dear *Dr. Bringas*:

Greetings!

The Youth Formation Division, this Bureau, will spearhead the National Training of Trainers for Career Advocates on Basic Career Guidance Skills - Mindanao Cluster on August 28-31, 2018.

In this connection, may we request assistance from the Division of Siargao City in securing the venue of the said activity. Funds will be downloaded with the following details:

Number of Participants	Amount to be Downloaded
80	PhP 640,000.00

We appreciate your favorable response on this request. For more details, please direct all inquiries to the Youth Formation Division at telephone number (02) 637-98 14 or email to blss.yfd@deped.gov.ph.

Thank you very much.

Very truly yours,


RIZALINO JOSE T. ROSALES
Director IV 



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



TRAVEL AUTHORITY

Date

August 3, 2018

Name	Manuel O. Caberte - Chief
Position / Title :	Chief
Office:	ESSD
	To attend in the Capacity – Building on the Integrated School Health and Nutrition
Legal Basis/Memo/Call Up:	Memorandum
Destination & Date :	August 6-11, 2018 Tanza , Cavite
Expenses Covered:	Downloaded by CO
Fund Source :	

This is to certify that _____

☐ has Unliquidated C/A # _____

☐ has No/Accounted C/A _____

Under _____ as of _____

RECOMMENDING APPROVAL:

FIDELA M. ROSAS, PH.D., CESO V

OIC- Asst. Regional Director

APPROVED:

FRANCIS CESAR B. BRINGAS, CESO V

OIC- Regional Director

ESSD1/moc/ctb6
8/3/2018