DIVISION MEMORANDUM
No. 725, s. 2018

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

TO: DATU ROGER A. MANAPOL, Ed.D
Principal
Digos City National High School

ATTENTION:
CHONA A. LASIB
Guidance Coordinator III
Digos City National High SCHOOL

1. Herewith is the Memorandum from the Region XI Office, Davao City reiterating the memorandum received from Undersecretary Alain del B. Pascua, DepEd Central Office, Meralco Avenue, Pasig City entitled “Conduct of the National Training for Career Advocates on Career Guidance Trends and Strategies” on August 28-31, 2018 for Mindanao Cluster (Regions IX, X, XI, CARAGA and ARRM). Specific venue will be announced later in a separate Memorandum.

2. The above mentioned name is directed to attend the said training and be part of the Regional Mass Training of Teachers and Career Advocates as facilitators/trainers.

3. The participant is expected to be at the venue on August 27, 2018 at 3:00 in the afternoon for the registration. First meal to be served is dinner and last meal is lunch of the last day of the training.

4. Transportation expenses shall be reimbursed at the Region charged to the downloaded funds for the activities. Food and accommodation of the participants shall be charged to Central Office Program Support Funds while per diem and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing procedures.

5. The participant 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 Joint Circular No. 02 s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

6. Attached hereto are the unnumbered Regional Memorandum dated August 8, 2018 and the Central Office unnumbered Memorandum dated August 1, 2018 for your referral.

7. For compliance.

WINNIE E. BATOON, Ed.D
Officer In-Charge
Office of the Schools Division Superintendent

End:
unnumbered Regional memorandum dated August 8, 2018 and the unnumbered Central Memorandum dated August 1, 2018
References: unnumbered Regional memorandum dated August 8, 2018 and the unnumbered Central Memorandum dated August 1, 2018

GOVERNANCE, The Conduct of the National Training for Career Advocates on Career Guidance Trends and Strategies

RDM: The Conduct of the National Training for Career Advocates on Career Guidance Trends and Strategies.
August 13, 2018

Roxas Street cor. Lopea Jaena Street, Zone II, Digos City 8002 
(082) 533-8396 | (082) 533-8376 | (082) 533-9170 | (082) 533-8375
(082) 533-8396 | (082) 533-8376 | www.depeddigoscity.org | digos.city@deped.gov.ph
MEMORANDUM

To:  
Schools Division Superintendent of Davao City, Tagum City, 
Mati City, Digos City, Compostela Valley, Davao del Norte 
and Davao Occidental

Subject: Conduct of the National Training for Career Advocates on 
Career Guidance Trends and Strategies

Date: August 8, 2018

Herewith is the Memorandum from Undersecretary Alain del B. Pascua, 
DepEd Central Office, Meralco Avenue, Pasig City entitled “Conduct of the National 
Training for Career Advocates on Career Advocates on Career Guidance Trends 
and Strategies” on August 28-31, 2018 for Mindanao Cluster (Regions IX, X, XI, 
XII, CARAGA and ARMM). Specific venue will be announced later in a separate 
Memorandum.

It is requested that the identified participants whose names are in the attached 
list shall attend the said training and be part of the Regional Mass Training of Teachers 
and Career Advocates as facilitators/trainers.

Participants are expected to be at the venue on August 27, 2018 at 3:00 in 
the afternoon for the registration. First meal to be served is dinner and last meal is 
lunch of the last day of the training.

Transportation expenses shall be reimbursed at the Region charged to the 
downloaded funds for the activities. Food and accommodation of the participants shall 
be charged to Central Office Program Support Funds while per diem and other 
incidental expenses shall be charged against local funds subject to the usual 
accounting and auditing procedures.

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.
Immediate and wide dissemination of this Memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

DEPARTMENT OF EDUCATION RO XI
RECORDS SECTION
RELEASED
By: [Signature]
Date: [Date]
Time: [Time]
# PARTICIPANTS FOR THE NATIONAL TRAINING FOR CAREER ADVOCATES ON CAREER GUIDANCE TRENDS AND STRATEGIES

Mindanao Cluster (Regions IX, X, XI, XII, CARAGA & ARMM)

Venue: Within Region XI (specific venue shall be announced later)

Date: August 28-31, 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>School</th>
<th>Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Warlito E. Hua</td>
<td>DepEd –Region XI</td>
<td>Regional Office</td>
</tr>
<tr>
<td>2. Melecare M. Cariño</td>
<td>Tagum National Trade School</td>
<td>Tagum City</td>
</tr>
<tr>
<td>3. Ian M. Gamez</td>
<td>Crossing Bayabas National High School</td>
<td>Davao City</td>
</tr>
<tr>
<td>4. Garfield R. Perez</td>
<td>Boso National High School</td>
<td>Mati City</td>
</tr>
<tr>
<td>5. Leo M. Labis</td>
<td>Don Mariano National High School</td>
<td>Davao Occidental</td>
</tr>
<tr>
<td>6. Chona A. Lasib</td>
<td>Digos City National High School</td>
<td>Digos City</td>
</tr>
<tr>
<td>7. Flora Mae C. Villanueva</td>
<td>Nabunturan National Comprehensive High School</td>
<td>Compostela Valley</td>
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<tr>
<td>8. Rosemarie H. Nequito</td>
<td>Canocotan National High School</td>
<td>Tagum City</td>
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<tr>
<td>9. Fatima O. Bringas</td>
<td>Elias B. Lopez Memorial National High School</td>
<td>Davao City</td>
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<tr>
<td>10. Tony D. Dagansina</td>
<td>Sonlon National High School</td>
<td>Davao del Norte</td>
</tr>
</tbody>
</table>

-nothing follows-
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:

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

*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, Makini 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, based on the allocation below:

<table>
<thead>
<tr>
<th>Region</th>
<th>Number of Participants</th>
<th>Region</th>
<th>Number of Participants</th>
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<tbody>
<tr>
<td>I</td>
<td>15</td>
<td>IX</td>
<td>9</td>
</tr>
<tr>
<td>II</td>
<td>14</td>
<td>X</td>
<td>12</td>
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<tr>
<td>III</td>
<td>21</td>
<td>XI</td>
<td>10</td>
</tr>
<tr>
<td>IVA</td>
<td>20</td>
<td>XII</td>
<td>9</td>
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<tr>
<td>IVB</td>
<td>8</td>
<td>CARAGA</td>
<td>12</td>
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<td>V</td>
<td>17</td>
<td>ARMM</td>
<td>9</td>
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<tr>
<td>VI</td>
<td>20</td>
<td>CAR</td>
<td>10</td>
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<tr>
<td>VII</td>
<td>20</td>
<td>NCR</td>
<td>19</td>
</tr>
<tr>
<td>VIII</td>
<td>20</td>
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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.
(CSC) and Department of Budget and Management (DBM) Joint Circular No. 02 s. 2004 on Non-Monetary Remuneration 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 G. PASCUAL
Undersecretary
Regional List of Participants
National Training for Career Advocates on Career Guidance
Trends and Strategies

<table>
<thead>
<tr>
<th>Region</th>
<th>Division</th>
<th>Name of Participants</th>
<th>Designation</th>
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Certified correct:

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Regional Director/OIC
Signed Over Printed Name