



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
City Schools Division of Digos
Digos City



DIVISION MEMORANDUM
NO. 299, s. 2016

**TO: Public Schools District Supervisors
Public and Private Elementary and Secondary School Principals**

FROM: DEE D. SILVA, DPA, CESO V1
Schools Division Superintendent

For and in the absence of the SDS:

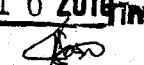

SOLLIE B. OLIVER
EPS/Officer-In-Charge

**SUBJECT: REGIONAL CAREER GUIDANCE CAPABILITY AND LIFE SKILLS
TRAINING FOR GUIDANCE COUNSELORS AND ADVOCATES**

DATE: June 16, 2016

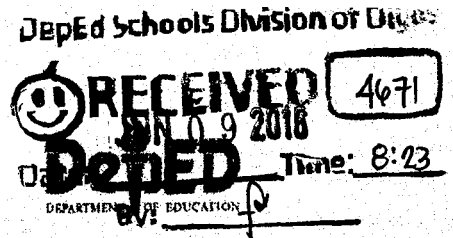
1. Attached is a copy of Regional Memorandum No. 119, s. 2016 re: Regional Career Guidance Capability and Life skills Training for Guidance Counselors and Advocates which shall be conducted on July 8-9, 2016 at Apo View Hotel, Camus St., Davao City.
2. The capability and life skills training serves, in general, a chance for the participants to have interactive activities, meaningful plenary sessions and enriched discussion that will help develop and understand the role of the career counselors and advocates.
3. The participants to this training are the guidance counselors, designated elementary and secondary guidance coordinators, Division in-charge of Guidance, teachers teaching Edukasyon sa Pagpapakatao, school heads, teachers, career advocates and other interested individual who are willing to be capacitated on career guidance and life skills training.
4. Participation shall be on official business. A registration fee of Two Thousand Eight Hundred Pesos (P 2,800.00) shall be collected from each participant.
5. Registration and travelling expenses shall be charged to local funds/MOOE, Local School Board (LSB)/Special education Funds (SEF), Local Government Unit Funds, PTA Funds and other civic organizations and private entities subject to its availability and the usual government accounting and auditing rules and regulations.
6. Participants from the private schools shall make arrangement with their respective schools in connection with their attendance. Teachers who shall attend during Saturday shall be given service credits while Education program Supervisors, School Administrators and Guidance Counselors shall be entitled to a one day compensatory overtime credit (COC). All participants shall wear Filipiniana attire during the Career Ball Night.
7. Immediate dissemination of this Memorandum is desired.

DepED Schools Division of Digo:

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4671
Date: **JUN 16 2016** Time: 3:01
By: 



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Website : <http://www.region11.deped.gov.ph>

Department of Education
Regional Office XI

May 30, 2016

REGIONAL MEMORANDUM

No. 119, s. 2016

RECORDS SECTION

RELEASED

By: *[Signature]* 6/8/16

**REGIONAL CAREER GUIDANCE CAPABILITY AND LIFE SKILLS TRAINING FOR
GUIDANCE COUNSELORS AND ADVOCATES**

TO: Schools Division Superintendents
OIC – SDS/ASDS/OIC-ASDS
Heads, Public and Private Elementary and Secondary Schools

1. Relative to the Career Guidance Advocacy Program (CGAP) which is one of the convergent programs of the Human Development and Poverty Reduction (HRDP) Cluster of the Cabinet and pursuant to DepEd Order No. 25, series 2013, one goal of the Kto12 Education Program is to produce graduates who are ready for higher education, middle level skills development and entrepreneurship. It is the aim of the Department of Education (DepEd) in collaboration with the Regional Career Guidance Advocacy Program to advocate the importance of career guidance to all secondary schools as well as elementary schools in order to prepare graduating students of the Senior High School choose the right courses that match their interest and the need of the society.
2. Pursuant to Rule V, Section 17 of RA 10533, the Department of Education in coordination with DOLE, TESDA, CHED, PRC, NYC, industry associations, professional organizations, and other relevant stakeholders, shall pursue programs that expose students to the world and value of work and develop the capability of career counselors and advocates to guide the students choose the right career.
3. To capacitate the career counselors and advocates, the Department of Education Region XI in coordination with Region XI Network of Public Schools of Guidance Counselors and Career Advocates, Inc. (RENGCA) will conduct a two-day **Regional Career Guidance Capability and Life Skills Training on July 8-9, 2016 at Apo View Hotel, Camus St., Davao City.**
4. The capability and life skills training serves, in general, a chance for the participants to have interactive activities, meaningful plenary sessions and enriched discussion that will help develop and understand the role of the career counselors and advocates.
5. The training aims to:
 - a) expose the participants on the intricacies of career guidance and counseling;
 - b) equip them on life and soft skills to be imparted to the students especially to the Senior High School;
 - c) capacitate on the different values of life for developing 21st century learners;
 - d) update on the labor market information necessary for the career choice of the students;
and,

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e) assist the participants in developing a Senior High School Guidance Program.

6. The participants to this training are the guidance counselors, designated elementary and secondary guidance coordinators, Division in-charge of Guidance, teachers teaching Edukasyon sa Pagpapakatao, school heads, teachers, career advocates and other interested individual who are willing to be capacitated on career guidance and life skills training.

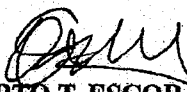
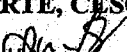
7. Participation shall be on **official business**. A registration fee of Two Thous and Eight Hundred Pesos (P2, 800.00) shall be collected to each participant. Registration and travelling expenses shall be charged to local funds/MOOE, Local School Board (LSB)/Special Education Funds (SEF), Local Government Unit Funds, PTA Funds and from other civic organizations and private entities, subject to its availability and the usual government accounting and auditing rules and regulations. The registration fees collected shall be used to directly pay expenses for accommodation and meals from dinner of Day 1 to lunch of Day 2, snacks, training bags, seminar ID, plaques, honoraria of speakers, tokens, prizes, communications, supplies and materials and other related, necessary and incidental expenses of the training. The participants from the private schools shall make arrangement with their respective schools in connection with their attendance. Teachers who shall attend during Saturday shall be given service credits while Education Program Supervisors, school administrators and guidance counselors shall be entitled for a one-day compensatory overtime credit (COC). All participants shall wear Filipiniana attire during the Career Ball Night.

8. All schools division/city superintendents (SDSs) and school principals/heads (SPs/SHs) are encouraged to send participants to the life skills training. Each division shall submit the pre-registration form on or before **June 27, 2016 (Monday)** addressed to **Ms. Elisa M. Suarez, RGC, President, RENGCA XI** through telefax no. **(082) 234-1523**, cellphone no.: **09217970997** or send through email address: **jinky.ems@gmail.com** and **thess1018@gmail.com**. The division education program supervisors/coordinators in-charge of Guidance are encouraged to attend the training, and to coordinate, for and assist in the requirements of their respective delegation. **The Regional Federation of Guidance Counselors and Advocates (RENGCA XI) Officers shall report to the venue a day before the training for an executive meeting.**

9. The members of the Regional Organizing Committee (ROC) and Secretariat are authorized to travel one (1) day before the training. Enclosed are the following documents:

- Enclosure No. 1 - Pre-Registration Form (PRF)
- Enclosure No. 2 - Tentative Schedule of Activities
- Enclosure No. 3 - List of the Regional Organizing Committee and Secretariat which serves as their Authority to Travel

10. Immediate and wide dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director 

Reference: DepEd Order No. 25, s. 2013
To be included in the Perpetual Index
under the following subjects:

COORDINATORS OFFICIALS GUIDANCE COUNSELORS PROGRAMS TRAININGS

DepEd Schools Division Office
RELEASE
JUN 28 2016



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REGIONAL CAREER GUIDANCE CAPABILITY AND LIFE SKILLS TRAINING FOR GUIDANCE COUNSELORS AND ADVOCATES

Apo View Hotel, Camus St., Davao City
July 8-9, 2016

PRE-REGISTRATION FORM (PRF)

School: _____

Division: _____

District: _____

(Please write legibly and complete all data required)

No.	Name of Participants	Organization/ Position <small>(Indicate if guidance: counselor/advocate, teacher, school head, etc)</small>	School/Complete Address	Contact Number <small>(preferably mobile number)</small>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Date: _____

Name & Signature
Division Guidance In-charge/Principal/Teacher

VERIFICATION	CASHIER	BILLETING	RELEASING
			IDs w/ Meal Tickets
			Bags
			Souvenirs
			Certificates
			Others

Note: Participants are requested to confirm their participation on or before **June 27, 2016 (Monday)** by sending this Pre-Registration Form (PRF), thru email address jinky_ems@gmail.com and thes1018@gmail.com ; telefax no. (082) 234-1523. Only participants who have pre-registered shall be given priority for hotel accommodation.

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**REGIONAL CAREER GUIDANCE CAPABILITY AND LIFE SKILLS TRAINING FOR
GUIDANCE COUNSELORS AND ADVOCATES**
Apo View Hotel, Camus St., Davao City
July 8-9, 2016

TENTATIVE PROGRAM AND SCHEDULE OF ACTIVITIES

Day 1 (July 8, 2016 - Friday)

AM	- Travel Time/Registration/Billeting	Secretariat
PM		
1:00 – 2:00	- Opening Program	
2:15 – 3:30	- First Topic:	Relevance of Life Skills Training in Career Success
3:30 - 4:00	- Open Forum	
4:15 – 5:15	- Second Topic	Developing and Managing Skills Ms. Anna F. Esperanza, MA Institute of Integrality, Manila
5:15 - 5:45	- Open Forum	
6:30 - 7:30	- Dinner	
7:45 - 9:00	2016 Career Ball Night	Filipiniana Attire
	Welcome Message	Ms. Tercita G. Tambagan Asst. Regional Director
	Keynote Speaker	Atty. Alberto T. Escobarte, CESO IV Regional Director
	Awarding Ceremony	RENGCA XI

Day 2 (July 9 – Saturday)

AM		
5:00 – 6:00	- Zumba	
6:00 – 7:30	- Breakfast	
8:00 – 9:30	- Third Topic	Building Positive Relationship with Others
9:30 – 10:00	- Snacks	
10:00 - 11:30	- Fourth Topic	Keeping the Work
11:30 – 12:30	- Lunch	
PM		
1:00- 3:00	- Closing Program	

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Date: JUN 16 2016

Enclosure No. 3 to Regional DepEd Memorandum No. 119, s. 2016



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**REGIONAL CAREER GUIDANCE CAPABILITY AND LIFE SKILLS TRAINING FOR
GUIDANCE COUNSELORS AND ADVOCATES
Apo View Hotel, Camus St., Davao City
July 8-9, 2016**

ORGANIZING COMMITTEE AND SECRETARIAT

Atty. Alberto T. Escobarte, CESO IV	- Regional Director, Over-all Chairperson
Warlito E. Hua, Ed. D	- CGAP Inter-Agency Focal Person
Ma. Cielo Estrada	- CGAP Regional Coordinator
Eliza M. Suarez	- Life Skills Training Head
Liezel S. Lopez	- Life Skills Asst. Training Head
Mary Grace Batoon	- Secretariat Head
Maria Layda S. Sagolili	- Documentation Head
Ruchela P. Gamao	- Ways and Means Head
Teresita T. Cutin	- Registration Head
Teresita G. Arancana	- Billeting Head
Flora May C. Villanueva	- Media Head
Melanie O. Mandin	- Member, Secretariat
Leslie G. Fanugao	- Member, Secretariat
Redem Rosello	- Member, Documentation
Jocelyn T. Olandria	- Member, Documentation
Victoria Cordero	- Member, Documentation
Jaime A. Salado	- Member, Ways and Means
Marie Aloña B. Entero	- Member, Ways and Means
Chona Lasib	- Member, Registration
Melecare Carillo	- Member, Registration
Eugenio N. Castardo	- Member, Registration
Mary Jane B. Pepilo	- Member, Billeting