



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

July 30, 2026

DIVISION MEMORANDUM

SGOD-2026 - 785

To : Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public School District Supervisors
Public School Heads
Public School Teachers
All Others Concerned

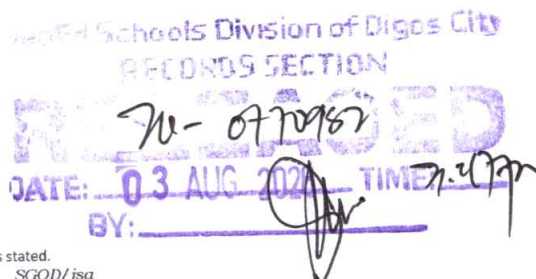
Subject: **INVITATION TO PARTICIPATE IN THE ONLINE BASIC
OCCUPATIONAL SAFETY AND HEALTH (BOSH)**

1. This is in reference to the 1st Indorsement dated July 23, 2026 signed by Maria Ines C. Asuncion, Director IV, the herein invitation from the ACTSAFE Health and Environmental Corp., for the participation in the Online Basic Occupational Safety and Health (BOSH) Course on August 24-28, 2026, via Webinar (Zoom Pro Class).
2. Participation in the activity should only be voluntary and prior arrangement of the concerned school heads and teachers shall be made in compliance with DepEd Order No. 9 s. 2005 re: "Instituting Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith" ensuring that no classes shall be disrupted and no DepEd funds shall be used.
3. Relevant details and information are provided in the enclosures.
4. Attendance/participation is on official time only.
5. For information and wide dissemination.

For and in the absence of the
Schools Division Superintendent

BEVERLY S. DAUGDAUG

Chief Education Supervisor - CID,
Officer In-Charge



Enclosed: As stated.
SGOD/jsa



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375



Republic of the Philippines
Department of Education
DAVAO REGION



0726070982

1st Indorsement

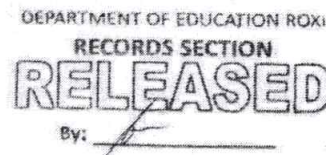
July 23, 2026

Respectfully referred to the Schools Division Superintendents, the invitation from the ACTSAFE Health and Environmental Corp., for participation in the Online Basic Occupational Safety and Health (BOSH) Course on August 24 – 28, 2026, via Webinar (Zoom Pro Class), subject to the existing policies of the Department of Education, availability of funds, learning and development priorities and discretion of the approving authority.

MARIA INES C. ASUNCION
Director IV

Enclosed: As Stated.

ROH6/lrec



Digitally signed by
Records Section
Date: 2026.07.29 01:00:31 +0000



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





DepEd XI Davao Region <region11@deped.gov.ph>

Invitation: Online BOSH Training for Government Employees – August 2026

Jeck Yap Ciudadano <scrazzy052@gmail.com>
Bcc: region11@deped.gov.ph

Wed, Jul 22, 2026 at 10:18 AM

Hello, everyone! Good day!

Our **BOSH Training for the Government Sector** is now open for reservation.

We have two BOSH training programs scheduled for the month of **August**:

1. **BOSH SO1** – for **small to micro government agencies**
2. **BOSH SO2** – for **medium to large government agencies**

For complete training details, kindly refer to the attached file.

To reserve your slot, please accomplish the attached registration form included with the invitation letter and submit the following requirements:

1. A duly accomplished registration form
2. Please indicate whether you are registering for **BOSH SO1** or **BOSH SO2**, depending on the size of your agency.
3. A copy of your valid ID
4. One (1) 2x2 photo for your certificate
5. A screenshot of your Facebook account for inclusion in our group chat (GC)

Please note: You may submit the registration requirements first to reserve your slot. **Payment may be settled later ("to follow")**. Your slot will be confirmed upon receipt of your registration requirements.

Thank you, and we look forward to having you join our training!

Best regards,

Jessica Yap Ciudadano

Safety Training Coordinator

Mobile Number: 09317146820(*smart*) / 09568569393(*globe*)

3 attachments

 **BOSH for PS August 24–28, 2026.pdf**
587K

 **New Registration.docx**
525K

 **SO1 August 31, 2026 for the Government.pdf**
956K



ACTSAFE HEALTH AND ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: 1030-090320-121

121 JMK BLDG., West Avenue, Bungad, Quezon City

July 13, 2026

Dear Everyone,

We are pleased to announce that **ACTSAFE Health and Environmental Corp.**, a **DOLE-OSHC Accredited Safety Training Organization**, will be conducting an **Online Basic Occupational Safety and Health (BOSH) Course** exclusively for government employees.

This DOLE-OSHC-approved program is designed to enhance workplace safety and health practices in public sector offices and to comply with the requirements for **Safety Officer 2 (SO2)** under the **Occupational Safety and Health (OSH) Standards**.

The training aims to equip participants with the knowledge and skills necessary to identify workplace hazards, implement appropriate control measures, and promote a safe and healthy working environment.

Training Details:

- **Date:** August 24–28, 2026 (Monday–Friday)
- **Time:** 8:00 AM to 5:00 PM
- **Platform:** Webinar (Zoom Pro Class)
- **Exclusivity:** For Government Employees Only
- **Training Fee:** P4,000.00
- **Covers:** Training Certificate, Training Manual (electronic copy), receipt and ID (freebie).

Key Details:

1. **Purpose:**
 - Equip Safety Officers in government agencies with the knowledge and skills to promote workplace safety and health.
 - Ensure compliance with Republic Act No. 11058 (Act Strengthening Compliance with OSH Standards).
2. **Who Needs It:**
 - Public sector employees assigned as **Safety Officer 2** under their organization's Occupational Safety and Health Committee.
 - Employees in supervisory positions with safety responsibilities.
3. **Course Content:**
 - Introduction to Occupational Safety and Health (OSH) in the public sector.
 - OSH legal basis and standards applicable to government offices.
 - Hazard identification, risk assessment, and control (HIRAC).
 - Accident investigation and reporting specific to public institutions.
 - Emergency preparedness, disaster management, and response.
 - Roles and responsibilities of Safety Officers in the public sector.
 - Psychological and psychosocial risks in government workplaces.
4. **After Completion:**
 - Trainees will be issued a certificate that qualifies them to act as **Safety Officer 2** in their respective government agency.
 - ID
 - Official Receipts



ACTSAFE

HEALTH AND ENVIRONMENTAL CORP.

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121 JMK BLDG., West Avenue, Bungad, Quezon City

Payment Details:

For bank transactions, please deposit your payment through our bank accounts:

- **BDO Account Name:** ACTSAFE, HEALTH AND ENVIRONMENTAL CORP
Account No.: 003638013927
- **China Bank Account Name:** ACTSAFE, HEALTH AND ENVIRONMENTAL CORP
Account No.: 141700003771
- **GCASH:** 09568569393 (Jessica Ciudadano)
- **PayMaya:** 09317146820 (Jessica Ciudadano)
- **Palawan Pawnshop Padala, Cebuana Lhuillier, M Lhuillier, or Western Union**
Receiver: **Jessica Ciudadano**
Contact: **09568569393**
- Please scan your deposit slip and send it to our email for verification.

For **confirmation**, please email us at:

- **actsafejessicayap@gmail.com**
- **AHECjessicaciudadano@gmail.com**

For **inquiries**, please contact:

- **Smart:** 09317146820
- **Globe:** 09568569393
- Look for **Jessica**.

Please note that payments are non-refundable after a period of 2 months, in case the individual is unable to join the service. We recommend contacting us as soon as possible if you are unable to attend.

Thank you and we look forward to your participation in this important event. Together, let us build safer workplaces for the public sector.

Sincerely,

JESSICA Y. CIUDADANO

ACTSAFE, Health and Environmental Corp.

DOLE-OSHC Accredited Safety Training Organization

Safety Training Coordinator



ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: 1030-090323-121

PARTICIPANT REGISTRATION FORM

☒ Name of Participant: (Complete Name with Middle Name)	
☒ Address:	☒ Contact No.:
☒ Email Address:	☒ Age:
☒ Company (If Applicable):	☒ Designation:
☒ Company Address:	☒ Company's Contact Number:
☒ Company's Email:	☒ Total Number of Workers:
☒ Industry: _____	☒ Company TIN #:
☒ Note: Pls. Indicate your Facebook account for our Group Chat in messenger (kindly screenshot)	☒ Region:
Course and Training Date:	
Training Course DOLE-BWC Prescribed: (Please check)	
Basic OSH Training SO1 & SO2	Advance OSH Training for SO3 & SO4
BOSH 40Hours ☐	LCM 40Hours ☐
COSH 40Hours ☐	SPHA 40Hours ☐
10Hours BOSH SO1 ☐	TOT 24Hours ☐
For 1 Day and 2 Days OSH Training: _____	
For International OSH Training: _____	
Mode of Payment: (Please check)	
Cash: ☐	Bank Transfer: ☐ Other method: ☐ (GCASH, PPS Padala, etc)

Please send your payment advice, 2 Valid Identification Card, 2x2 Photo ID, Consent and Authorization Form together with this registration on the email below or you may contact the	

09568569393/09317146820

jeckyapciudadano@gmail.com

<https://actsafecorp.com>

121 JMK Buidling, 3F Room 314, West Avenue, Quezon City



ACTSAFE, HEALTH & ENVIRONMENTAL CORPORATION

DOLE-OSHC Accreditation No.: 1030-090323-121

corporate mobile number for further information:

Contact Us At: jeckyapciudadano@gmail.com/AHECjessicaciudadano@gmail.com

Corporate Mobile No.: 09568569393/09317146820

Training Consent and Authorization Form

The Actsafe, Health and Environmental Corporation is commitment to compliance of Data Privacy Act of 2012. By signing the agreement below the participants agreed to give the training center consent and authorization to process information, stored and submit to authority in accordance with Data Privacy Act of 2012. Agreement to all these provisions below is a condition to registration and participations on Occupational Safety and Health Training in compliance to Department Order 198-18 the IRR of the Republic Act 11058 "AN ACT STRENGTHENING COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH STANDARDS AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF" under the regulations of Occupational Safety and Health Center (OSHC) of the Department of Labor and Employment (DOLE).

The following are the terms and training policy:

1. I hereby certify that I will submit the following requirements prior to acceptance on registration:
 - Fully accomplished Course Registration Form.
 - Signed consent/authorization form regarding the recorded online training and acceptance of the Online OSH Training Policy.
 - Copy of Proof of Payment.
 - Copy of two (2) valid issued government IDs (front and back).
 - 2x2 ID photo taken for the last 3 months.
2. I shall abide by all the regulations and policies on Occupational Safety and Health Training of the Accredited Safety Training Organizations (The Actsafe, Health and Environmental Corporation).
3. I hereby authorize and give voluntary consent to Actsafe, Health and Environmental Corporation to collect and process the information stated herein and training related documents and information.
4. I agree, authorize and give my consent to Actsafe, Health and Environmental Corporation to record the training for the purpose of complying the requirements of Occupational Safety and Health Center (OSHC) monitoring and evaluation process.
5. I hereby agree with the policy of deferment. In case a participant wishes to defer or withdraw their enrollment, he or she should notify ACTSAFE through email or call/text stating the reasons why he/she will withdraw or defer the registration at least five (5) days before the online classes start.
6. By Signing below, I agree to all the terms and conditions stated herein and to all the policies of Actsafe, Health and Environmental Corporation and that my agreement to all those stated above is among the conditions to my training enrollment.

09568569393/09317146820



jeckyapciudadano@gmail.com



<https://actsafecorp.com>



121 JMK Buidling 3F Room 314, West Avenue, Quezon City





ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: **1030-090323-121**

Printed Name & Signature of Participants.

09568569393/09317146820



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