



Republika ng Pilipinas
Kagawaran ng Edukasyon
 Tanggapan ng Pangalawang Kalihim

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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
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

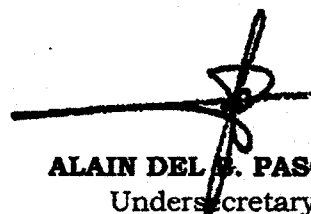





(CSC) and Department of Budget and Management (DBM) Joint Circular No. 02 s. 2004 on Non-Monetary Renumeration for Overtime Service Rendered.

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 S. PASCUA
Undersecretary

	Republic of the Philippines DEPARTMENT OF EDUCATION CORDILLERA ADMINISTRATIVE REGION Wangal, La Trinidad, Benguet	
		August 3, 2018
To :	Schools Division Superintendent All Divisions	
	Please submit lists of participant thru email add: essd.depedcar@gmail.com on August 3, 2018 For information and appropriate action.	
		 MAY E. ECLAR, Ph.D. CESO V Regional Director
		ESSD/MBG/18