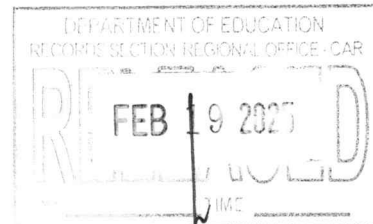




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



13 February 2025

**REGIONAL MEMORANDUM**

No. 133.2025

**CONDUCT OF THE TRAINING OF TRAINERS FOR THE SPECIALIZED TRAINING PROGRAM FOR GUIDANCE DESIGNATES – PHASE 3**

To: Assistant Regional Director  
Schools Division Superintendents  
All Divisions  
All Other Concerned

1. Relative to DM-OUHROD-2025-0327 regarding Conduct of Training of Trainers for the Specialized Training Program for Guidance Designates – Phase 3, this office informs the identified participants of the Luzon Cluster that the training will be held on **March 17-21, 2025** at **NEAP Baguio, Baguio City**.

2. The training aims to address the shortage of registered guidance counselors in schools by capacitating and empowering guidance designates to successfully perform their crucial role in contributing to the overall well-being of learners. This is also in line with the recently passed Republic Act No. 12080 the “*Basic Education Mental Health and Well-Being Promotion Act.*”

3. Identified participants (Enclosure 1) are enjoined to confirm their attendance through the following registration link/QR Code **on or before 07 March 2025**:

Link: [https://bit.ly/TOTGD\\_Phases3and4](https://bit.ly/TOTGD_Phases3and4)

QR Code:



4. Attached are enclosures for reference:
- Enclosure 2: Indicative Program of Activities
  - Enclosure 3: Members of the National Technical Working Group



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



DepEd Tayo Cordillera



<https://depedcar.ph>



Certificate No. PHP QMS 24 93 0192

5. Participants are advised to check in on Day 0 (Sunday) and check out on Day 5 (Friday). Please refer to the meal schedule below.

<b>Meals</b>	<b>Day 1 Sun</b>	<b>Day 2 Mon</b>	<b>Day 3 Tue</b>	<b>Day 4 Wed</b>	<b>Day 5 Thu</b>	<b>Day 6 Fri</b>
Breakfast	/	/	/	/	/	/
AM Snack	/	/	/	/	/	/
Lunch	/	/	/	/	/	/
PM Snack	/	/	/	/	/	/
Dinner	/	/	/	/	/	/

6. Participants are also reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).

7. Participants' board and lodging will be charged against Human Resource Development (HRD) Fund while expenses related their transportation, per diem, and other incidental expenses shall be charged to the downloaded HRD funds or local funds allocated for this purpose, subject to the usual accounting and auditing rules and regulations.

8. For queries and clarifications, please contact Rosita C. Agnasi, OIC-HRDD-NEAPR or Elvernice S. Fanged, Focal Person through email address at [car.neapr@deped.gov.ph](mailto:car.neapr@deped.gov.ph).

9. Immediate and widest dissemination of this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
 Director IV/ Regional Director

(Enclosure 1 to RM No 133.2025)

<b>N o.</b>	<b>Name</b>	<b>RO/SDO</b>	<b>Position</b>
1	Elvernice S. Fanged	Regional Office	Education Program Specialist II
2	Judica B. Dasco	Regional Office	Education Program Supervisor – Values Education
3	Lea A. Manogan	Mountain Province	Principal II
<i>*ABOVE: Upon completion of training, they will form part of the NEAP Faculty who will be responsible for capacitating Guidance Designates in their respective regions.</i>			
4	Ma Danica P. Andres	Abra	Guidance Counselor III
5	Gladys A. Nocum	Baguio	Guidance Counselor III
6	Eunice D. Budo	Benguet	Guidance Counselor III
7	Brenda M. Matias	Benguet	Guidance Counselor III
8	Catalina C. Baltazar	Benguet	Guidance Counselor III
9	Randolph M. Ananayo	Benguet	Guidance Counselor III
10	Tina C. Dolnagon	Benguet	Guidance Counselor III
11	Jeshana B. Salda	Benguet	Guidance Counselor III
12	Michelle C. Liclic	Tabuk City	Master Teacher II
13	Joven B. Agtani	Benguet	Education Program Specialist II
14	Ofelia Padlan	Baguio City	AO IV
15	Conchita L. Oide	Baguio City	Teacher III



Republic of the Philippines  
**Department of Education**  
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2

**TRAINING OF TRAINERS - PHASE 3**  
TRAINING PROGRAM FOR GUIDANCE DESIGNATES  
March 17 - 21, 2025

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00am-8:30am	Opening Program	Management of Learning			
8:30am-10:00am	Module 1: Guidance and Counseling	Module 4: Handling Common Concerns in Schools 4.1.A Bullying	Module 4: Handling Common Concerns in Schools 4.2.B. Drug Addiction	Module 5: Risk Assessment and Referral	Work Action Plan (WAP)
10:00am-10:15am	<b>HEALTH BREAK</b>				
10:15am-12:00pm	Module 2: Guidance Programs and Services	Continuation of 4.1.A Bullying	Continuation of 4.2.B Drug Addiction	Continuation of Module 5: Risk Assessment and Referral	Self-Care
12:00pm-1:00pm	<b>LUNCH BREAK</b>				
1:00-3:00pm	Module 3: Healthy Communication	4.1.B Harassment	Module 4: Handling Common Concerns in Schools 4.3 Suicide	Module 6: Guidance Program Development	Closing Program
3:00pm-3:15pm	<b>HEALTH BREAK</b>				
3:15pm-4:45pm	Module 3: Psychological First-Aid (PFA)	Module 4: Handling Common Concerns in Schools 4.2.A. Internet Addiction	Continuation of 4.3 Suicide	Facilitation Skills	
4:45pm-5:00pm	<b>End of Day Evaluation</b>				



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Certificate No. POF 095  
22.11.2021

15.	Doddie Marie L. Duclan	N/A	Tabuk City	CAR	Education Program Supervisor
16.	Harlene Rose V. Mamiit	Rizal Experimental Station and Pilot School of Cottage Industries	Pasig City	NCR	Guidance Coordinator I

*Dates: March and April  
Venue: Baguio City and Cebu*

DEPED CENTRAL OFFICE		
Name	Designation	Office
1. Marife T. Morcilla	Project Development Officer V	NEAP- Professional Development Division
2. Alexander Simagala	Project Development Officer IV	
3. Millie Jane T. Fudolig	Senior Education Program Specialist	
4. Eric T. Sarmiento	Administrative Officer V	
5. Fleura Karina C. Lorenzo	Technical Assistant II	
6. Jojet T. Gabriel	Technical Assistant I	

DEPED REGIONS					
No.	Names	School	Division	Region	Designation
1.	Annabella G. Dingwasen	Benigno V. Aldana National High School	Pangasinan II	I	Guidance Counselor III
2.	Ma. Kathleen Maye A. Haban	Quezon National High School	Isabela	II	Guidance Counselor III
3.	Julie E. Dangan	Morong National High School	Bataan	III	Guidance Counselor III
4.	Mariz P. Bergoños-Pales	Liliw National High School	Laguna	IV-A	Guidance Counselor III
5.	Floyd A. Socrates	Palawan National High School	Puerto Princesa	MIMAROPA	Guidance Counselor III
6.	Kurt Essa A. Rastrullo	Cabangan National High School	Legazpi City	V	Guidance Counselor II
7.	Kareen B. Arcenas	Cabatuan National Comprehensive High School	Iloilo	VI	Guidance Counselor III
8.	Nerizza Conie E. Camacho	Abellana National High School	Cebu City	VII	Guidance Counselor III
9.	Julienne Rose P. Saballa	Leyte National High School	Tacloban City	VIII	Guidance Coordinator III
10.	Mark Risty S. Tanawon	N/A	Zamboanga del Sur	IX	Guidance Counselor I
11.	Joan B. Cañeda	Iligan City National High School	Iligan City	X	Guidance Coordinator III
12.	Melecare M. Carrillo	Tagum National High School	Tagum City	XI	Guidance Counselor III
13.	Ryan A. Betoya	General Santos City SPED Integrated School	General Santos City	XII	Guidance Counselor II
14.	Generuth M. Bagaforo	N/A	Butuan City	CARAGA	Education Program Specialist II