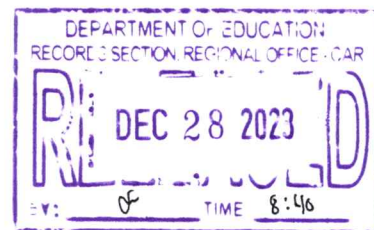




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



28 December 2023

**REGIONAL MEMORANDUM**

760.2023

**CAPACITY BUILDING ON CAREER GUIDANCE AND COUNSELING SERVICES**

To: Assistant Regional Director  
Schools Division Superintendents  
All Others Concerned

1. In reference to OUPS No. 2023-03 Republic Act No. 10533, the Department of Education-Cordillera Administrative Region will conduct Capacity Building on Career Guidance and Counseling Services on **January 10 to 12, 2023** at DepEd CAR -SNC Hall, Wangal, La Trinidad, Benguet.
2. The following are the objectives of the activity:
  - a. to enhance the skills and knowledge of the participants in providing comprehensive guidance program;
  - b. to update participants in the implementation and compliance of the Guidance Program, and Child Protection Policy;
  - c. to deepen understanding of participants on the fundamentals and prerequisites of a school guidance and counseling programs to be able to localize action plan for school guidance program and establish coordinated mechanisms for guidance and counseling services in school; and
  - d. to empower participants to assist the learners in making informed and satisfying career choices.
3. Enclosed to this memorandum are the training matrix (Enclosure 1) and list of participants (Enclosure 2).
4. Food and accommodation expenses during the training shall be charged to Youth Formation Fund while travel and other related expenses incurred shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. First meal for stay-in participants will be dinner of **January 9, 2023** while for stay- out participants will be breakfast of **January 10, 2023** and last meal will be pm snack of **January 12, 2023**.
6. For inquiries or concerns, please contact Georgina C. Ducayso (ESSD-Chief) or Mayclaire A. Jimenez (PDO IV) of the Education Support Services Division (ESSD) through 09178592657 or email address: [car.essd@deped.gov.ph](mailto:car.essd@deped.gov.ph).

7. Immediate dissemination of and strict compliance with this Memorandum is desired.

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

For the Regional Director:

  
**RONALD B. CASTILLO, CESO V**  
Assistant Regional Director *g*

Reference: As stated  
Enclosure: As stated

ESSD/GCD/maj/Capacity-Building on Career Guidance and Counseling Serives  
December 28, 2023

<b>TRAINING MATRIX</b>					
<i>Time</i>	<i>Day 0 1/9/2023</i>	<i>Day 1 1/10/2024</i>	<i>Day 2 1/11/2024</i>	<i>Day 3 1/12/2024</i>	
6:45 - 8:00		Breakfast	Breakfast	Breakfast	
8:00 - 8:30		<b>Opening and Program Preliminaries</b> TWG/ FACILITATORS Introduction on the Conduct Capacity Building Program and Services Corazon Alos	Morning Exercise and Recap / Participants	Presentation of Final Outputs / Division Guidance Facilitators and TWG/ Participants (Submission of Action Plan as Output) Open Forum Ways Forward of Guidance and Counseling Unit	
8:30 - 9:00			Keeping Healthy Learning Environment through Guidance Services OFELIA PADLAN		
9:00 - 9:30					
9:30 - 10:00	Break		Break		
10:00 - 10:30		Part I: The Comprehensive Guidance and Counseling Program in the 21 Century K to 12 Basic Education. ROLAND MALAFU	CAREER GUIDANCE PROGRAM Doddie Marie Duclan	Closing Ceremony, Awarding of Certificates and Photo Ops/ Division Guidance Facilitators/ and TWG/ Participants	
10:30 - 11:00					
11:00 - 11:30					
11:30 - 12:00					
12:00 - 12:30		LUNCH	LUNCH	LUNCH	
12:30 - 1:00		Right Based Education Atty Vanessa Flora	Workshop 1: Presentation of the crafted Guidance and Counseling Program/ Services and Action Plan among Guidance Focal Person and for Guidance Designates	Check out / Division Guidance Facilitators and TWG/ Participants Home Sweet Home	
1:00 - 1:30					
1:30 - 2:00					
2:00 - 2:30					
2:30 - 3:00			Learners Right and Protection Updates MAYCLAIRE A. JIMENEZ	Workshop 2: Workshop in the actual implementation of the Guidance and Counseling Program and Services inclusive of Mental Health and Psychosocial Support Services, Counseling and Referral System for Learners, Career Guidance Program, and Homeroom Guidance.	Home Sweet Home
3:00 - 3:30					
3:30 - 4:00					
4:00 - 4:30					
4:30 - 5:00	Arrival of Participants and Setting – in/ Participants Registrati on / Division TWG	Reflection	Reflection		
5:00 - 5:30					Dinner
5:30 - 7:30					

**LIST OF PARTICIPANTS**  
**CAPACITY BUILDING ON CAREER GUIDANCE AND COUNSELING SERVICES**  
 January 10 -12, 2024

	<b>Name</b>	<b>Position</b>	<b>Office</b>	<b>Role</b>
1	Estela P. Leon-Cariño	RD	Regional Office	Consultants
2	Ronald B. Castillo	ARD	Regional Office	
3	Georgina Ducayso	CES - ESSD	Regional Office	Program Manager
4	Atty Vanessa Flora	Atty IV	Regional Office	Resource Speaker
5	Mayclaire Jimenez	PDO IV	Regional Office	Resource Speaker
6	Corazon Alos	EPS	Regional Office	Resource Speaker
7	Roland Malafu,RGC	Guidance Counselor	Benguet	Resource Speaker
8	Ofelia Padlan,RGC	Admin Officer	Baguio City	Resource Speaker
9	Doddie Marie Duclan	SGOD-EPS	Tabuk City	Resource Speaker
10	Emma Claire Organo	School Head	Benguet	Facilitator
11	Nancy Rosado	School Head	Benguet	Facilitator
12	Cyril Gaye Miranda	PAU	Regional Office	Documentation
13	Esther Gallotan	QAD	Regional Office	M and E
14	Murphy S. Liswid	PDO 1	Benguet	Facilitator
15	Renalyn Codod	PDO 1	Mt Province	Facilitator
16	Jimmy Garcia	School Head	Baguio City	Participant
17	Lily Vinluan	School Head	Baguio City	Participant
18	Christopher Basing-at	School Head	Baguio City	Participant
19	Jeffrey Aliga	School Head	Baguio City	Participant
20	Avelina Payyac	School Head	Tabuk City	Participant
21	Gina Gasadan	School Head	Tabuk City	Participant
22	Edgar Delgado	School Head	Tabuk City	Participant
23	Romel Alcazarin	School Head	Tabuk City	Participant
24	Agosto Salipan	School Head	Mountain Province	Participant
25	Mary Lourdes Aliping	School Head	Mountain Province	Participant
26	Kathlyn Salimbuat	School Head	Mountain Province	Participant
27	Arnel Kisofen	School Head	Mountain Province	Participant
28	Crosby Dawayen	Guidance Counselor	Mountain Province	Participant
29	Cherrelene Comom	School Head	Benguet	Participant
30	Rosita Briones	School Head	Benguet	Participant
31	Winnie Freda Domerez	School Head	Benguet	Participant
32	Wilbur Gondales	School Head	Benguet	Participant

33	Elmer Sagubo	School Head	Benguet	Participant
34	Jessie Cosme	School Head	Kalinga	Participant
35	Marieta Boacon	School Head	Kalinga	Participant
36	Brigida Tumbali	School Head	Kalinga	Participant
37	Lea Tangob	School Head	Kalinga	Participant
38	Clarence Binwag	School Head	Ifugao	Participant
39	Doris Agbayani	School Head	Ifugao	Participant
40	Efiginia In-uyay	School Head	Ifugao	Participant
41	Jeanalyn Pengiton	School Head	Ifugao	Participant
42	Ollyjoy R. Sulian	School Head	Abra	Participant
43	Emyrose M. Carino	School Head	Abra	Participant
44	Perlita B. Bersamin	School Head	Abra	Participant
45	Wilfredo Gandeza	School Head	Abra	Participant
46	Maria Theresa M. Bermudez	School Head	Apayao	Participant
47	Danilo Cudiamat	School Head	Apayao	Participant
48	Annielyn M. Galapir	School Head	Apayao	Participant
49	Mary June Bal-ad	School Head	Apayao	Participant