



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

November 5, 2018

DIVISION MEMORANDUM

No. 744 s. 2018

**REGIONAL TRAINING OF TRAINERS (RTOT) FOR CAREER ADVOCATES
ON CAREER GUIDANCE TRENDS & STRATEGIES**

TO : Assistant Schools Division Superintendents
Chiefs, CID & SGOD
DEPSs/EPSSs/Division Coordinators
District Supervisors/District In-Charge
Public Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 0827, s. 2018, announcing the conduct of the Regional Training of Trainers (RTOT) for Career Advocates on Career Guidance Trends and Strategies, which will be on November 12-16, 2018 at the Crown Regency Hotel, Guadalupe, Cebu City.
2. Participants (see attached list) are expected to be at the training venue on Nov. 12, 2018 at 1:00 PM for the opening program..
3. Board and lodging of learning facilitators and participants are chargeable against downloaded funds, while travel and other incidental expenses are chargeable against Division/School MOOE or any local funds, subject to the usual accounting and auditing rules and regulations.
4. For clarifications, please contact Ms. Iryll Mae S. Macahig, Division YFD Coordinator at (035) 225-6180 or (0977) 170-9973.
5. For more details, please refer to the attached communication.
6. This serves as **TRAVEL ORDER**.
7. For the information, guidance and strict compliance of all concerned.

fori
WILFREDA D. BONGALOS, PH.D., CESO V
Schools Division Superintendent *dy*

Tel. Nos: (035)225-2838 / 225-0667/422-7644 (Division Supt's Office); (035) 225-1622 (CID); (035) 225-1623 (Legal Section); (035)225-6180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7042 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acad. Budget Section); (035) 422-3921 (Supply Section)



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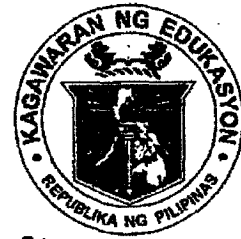
REGIONAL TRAINING OF TRAINERS (RTOT) OF REGION VII ON CAREER GUIDANCE TRENDS AND STRATEGIES
NOV. 12-16, 2018
CROWN REGENCY HOTEL, GUADALUPE, CEBU CITY

LEARNING FACILITATORS		
IRYLL MAE S. MACAHIG	DIVISION YFP COORDINATOR	DIVISION OFFICE
KATHLEEN D. OMOSO, RGC	GUIDANCE COUNSELOR	SIBULAN NHS, SIBULAN 1

PARTICIPANTS		
1. ROSYL GERALDINE M. PARTOSA, RGC	CORNHS	SAN JOSE
2. JOHN PAUL T. SALINDO, RGC	JBCMHS	CANLAON 1
3. DAVI JOY P. GOMEZ	DEMMNHS	SANTA CATALINA 1
4. MARICHYLE P. LAJATO	NOHS	NOHS
5. JONALYN TOLETE	MANJUYOD NHS	MANJUYOD 1
6. MILAGROS ENOG, RGC	OCT- BACONG HS	BACONG
7. MARIA JEZREELA KINKITO	SIATON NHS	SIATON 2
8. MARJORIE ABRIO	MABINAY NHS	MABINAY 3
9. MARY JUDITH CUEVAS	DAUIN NHS	DAUIN
10. PELLUCHIE BILANGDAL	VALENCIA NHS	VALENCIA
11. LEILA DE GUZMAN	MALOH PCHS	SIATON 3
12. NEIL BALBUENA	CAMBONBON HS	SIATON 3
13. JIMALYN BORREROS	PACIENTE CABRERA HS	SIATON 1
14. GEZERRY DEVERO	AYUNGON NHS	AYUNGON 1
15. JEANNIE JARABE	STA. CATALINA NHS	STA CATALINA 3
16. MYRA UMBAC	NOHS	NOHS
17. ANALIZA P. NAMOCO	MMMHS	SIATON 4
18. MERCYDITHA ENOLPE	JMLMHS	ZAMBOANGUITA
19. CHRISTINE DE PADUA	LA LIBERTAD TECH VOC	LA LIBERTAD 1
20. MARIEVE COMCOM	CASIANO NAPIGKIT NHS	STA. CATALINA 1
21. ACENITH D. PASTOR	DLANHS	BINDOY 1
22. MA. CHRISTINA LADO	BPTMHS	MABINAY 1
23. JOY CUIZON	SUMALIRING HS	SIATON 1
24. CHONA BONTIGAO	JIMALALUD NHS	JIMALALUD
25. NENNETTE GRACE BANDOLA	SANTIAGO DELMO MHS	ZAMBOANGUITA
26. KAREN DUYAG	OPCHS	JIMALALUD
27. CLAYR C. LU-ANG	MABINAY SCIENCE HS	MABINAY 3
28. MARY ANN TORRES	BOLOC-BOLOC NHS	SIBULAN 1
29. LELAINE REBUYAS	AMLAN NHS	AMLAN
30. ROSALEA KITANE	SUMALIRING NHS	SIATON 1



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



OCT 31 2018

REGIONAL MEMORANDUM

No. **0827** s. 2018

**REGIONAL TRAINING OF TRAINERS (RTOT) FOR CAREER ADVOCATES
ON CAREER GUIDANCE TRENDS AND STRATEGIES**

To: **Schools Division Superintendents**
All Others Concerned

1. This Office through the Human Resource Development, Education Support Services, and Curriculum Learning Management Divisions will conduct the **Regional Training of Trainers (RTOT) of Region VII Career Advocates on Career Guidance Trends and Strategies** on November 12-16, 2018 at the Crown Regency Hotel, Guadalupe, Cebu City.
2. This activity aims to:
 - a. build the capacity of trainers to conduct the training of teachers and career advocates on career guidance trends and strategies;
 - b. acquire the techniques how to guide students on new career trends and opportunities; and
 - c. prepare each divisions' training implementation plan.
3. Schools Division Superintendents are required to submit the List of Participants on or before **November 7, 2018** following the specified number below, using the enclosed template through giun.asp@gmail.com or fax at (032) 414-7399.

Division	Number of Required Participants
Cebu Province	40
Bohol	30
Negros Oriental	30
Cebu City	15
Bayawan City	12
Carcar City	12
Danao City	12
Dumaguete City	12
Lapu-lapu City	12
Mandaue City	12
Siquijor	12
Talisay City	12
Toledo City	12
Bais City	9
City of Bogo	9
Guihulngan City	9
City of Naga	9
Tagikaran City	9
Tanjay City	9

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"ESD 2015: Kanapatan ng Lahat, Pananagutan ng Lahat"

4. For proper guidance and reference of all concerned, enclosed are the following documents:
 - a. Enclosure No. 1 – Program Schedule Matrix (PSM)
 - b. Enclosure No. 2 – Program Management Team (PMT)



5. Participants are expected to be at the training venue on November 12, 2018 at 1:00 PM for the opening program. Trainers and facilitators are expected to report on Day Zero (November 11, 2018) for the final briefing and usual training preparations. First meal for the participants is lunch, while last meal to be served is lunch on November 16, 2018.

6. Board and lodging, travel expenses of trainers and facilitators, as well as other expenses of the training are chargeable against the downloaded funds, while travel expenses of participants are chargeable against local funds, subject to the usual accounting and auditing rules and regulations.

7. For queries and clarifications regarding the training, please contact Mr. Jun Pagal at (032) 414-7324.

8. This Memorandum served as Authority for RO7 personnel only.

9. For the information and compliance of all concerned.


SALUSTIANO T. JIMENEZ, CESO V,
OIC-ASSISTANT REGIONAL DIRECTOR
JULIET A. JERUTA, Ph.D., CESO IV
Director IV 

JAI/STJ/MGB/rmpjr
HRDD '18

REGIONAL TRAINING OF TRAINERS (RTOT) OF REGION VII CAREER GUIDANCE TRENDS AND STRATEGIES

LIST OF PARTICIPANTS

Division: _____

Name	Position	Office/School	Email Address	Contact Number

Approved:

Schools Division Superintendent

**REGIONAL TRAINING OF TRAINERS FOR CAREER ADVOCATES ON CAREER GUIDANCE TRENDS &
STRATEGIES**

November 12-16, 2018

Crown Regency Hotel, Guadalupe, Cebu City

PROGRAM MANAGEMENT TEAM (PMT)

Program Director	Dr. Juliet A. Jeruta
Assistant Program Director	Dr. Salustiano T. Jimenez
Program Manager	Dr. Salustiano T. Jimenez, OIC Chief, ESSD
Co-Program Managers	Mr. Misael Borghonia, Chief, HRDD Dr. Emiliano B. Elnar, Jr., Chief, CLMD
Asst. Program Managers	Dr. Maria Jesusa C. Despojo, Chief, PPRD Dr. Benjamin Tiongzon, Chief QAD Mr. Victor V. Yntig, Chief, ASD
Finance Manager	Mr. Aniano T. Bautista, Chief FD
Training Manager	Mr. Tomas T. Pastor, EPS, HRDD Mr. Rosario M. Pagal, Jr. YFP Coord., HRDD
Co-Training Managers	Dr. Rosa H. Cabotaje, EPS, HRDD Dr. Sinfonia R. Berdin, EPS, HRDD Dr. Judith Abellaneda, EPS II, HRDD Ms. Helen D. Sabino, EPS II, HRDD Dr. Berna Y. Ysulan, PDO IV, ESSD
Secretariat and Logistics Officers	Mrs. Roselle Aguilar, HRDD, RO7 Mr. Czar Augustus Ariza, FTAD, RO7
QAME Team Leader	Dr. Benjamin Tiongzon
Quality Assurance, and Monitoring and Evaluation (QAME), and Program Management (PMT) Monitors	Dr. Eduardo Omaña, QAD, RO7 Dr. Cynthia Miro, QAD, RO7

Career Guidance Trends and Strategies	
<i>Learning Facilitators</i>	<i>Process Observers / Class Managers</i>
Mr. Adolf Aguilar	Ms. Marina S. Bernasor
Ms. Nena Bardoquillo	Ms. Aian B. Dolauta
Ms. Immaculate B. Tadena	Ms. Shy Marie Araneta
Ms. Apple Mae Ridad	Ms. Emma B. Daño
Ms. Dulce Amor Rosario De Guzman	Ms. Carmelita B. Cortes
Ms. Loyda S. Posadas	Mr. Homer C. Flores
Ms. Nicah Maan M. Cuevas	Mr. Santiago Opone Jr.
Ms. TJ Marie L. Labastida	Ms. Paz Bacolod
Ms. Jorisa Nova C. Mata	Ma. Gielmelca E. Carson
Mr. Jone Ray Melgo	Ms. Kyssa Diane D. Minerales
Ms. Sheryl P. Baritua	Mr. Joel Duarte
Ms. Hermenegilda Malagapo	Ms. Ma. Shirley P. Dignos
Ms. Joesan M. Ramos	Mr. Rhonil S. Villarín
Ms. Estrella B. Icalina	Mr. Erwin Pinuto
Ms. Leana A. Rejuso	Ms. Novelyn Calunod
Ms. Ofelia V. Marfa	Ms. Lynn Larida
Ms. Marilou T. Dornila	Ms. Ristel Nicolae R. Carampatan
Ms. Kathleen Omoso	Ms. Loviemer Casipong
Ms. Iryll Mae Macahig] neg. br.	Mr. Darwin Bravante
Ms. Sheryl Evan M. Jaos	
Ms. Tina Agnes B. Dumas	
Ms. Ma. Cecilia P. Lopez	
Ms. Jeji A. Villegas	

REGIONAL TRAINING OF TRAINERS FOR CAREER ADVOCATES ON CAREER GUIDANCE TRENDS AND STRATEGIES
 Crown Regency Hotel, Guadalupe, Cebu City | November 12-16, 2018

PROGRAM OF ACTIVITIES

Day/Time	CLUSTER 1	CLUSTER 2	CLUSTER 3	CLUSTER 4	CLUSTER 5
DAY 0 November 12, 2018 1:30 - 5:00 PM Arrival & Registration	MANAGEMENT OF LEARNING				
	8:00 - 8:30 8:30 - 10:00 • Life Skills and Overview Mme. Jeji Villegas	• Referral System Mme. Immaculate B. Tadena • Career Coaching Mr. Jone Rey F. Melgo	• Labor Market Mme. Sheryl P. Baritua • Core-Values: Its Integration to Career Guidance Program Mme. Joriza Nova Mata	• Job/Business Opportunities Mme. Leana A. Refuso • Life Skills and Overview Mme. Jeji Villegas	• NCAE Interpretation Mme. Ma. Cecilia Lopez Mme. Germanegilda Malagapo • Referral System Mme. Immaculate B. Tadena
DAY 1 (Plenary Session) November 13, 2018	LUNCHBREAK Energizer				
8:00 - 10:00 AM Opening Program	12:00 - 1:00 1:00 - 1:30 1:30 - 3:00	• Labor Market Mme. Sheryl P. Baritua	• Job / Business Opportunities Mme. Leana A. Refuso	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila • NCAE Interpretation Mme. Ma. Cecilia Lopez Mme. Germanegilda Malagapo	• Career Guidance Program Activities with Parents and Community Mme. Estrella Icalina/ Ofelia Marfa • Career Coaching Mr. Jone Rey F. Melgo
10:00 - 11:30 AM YFD Program Directions Mr. Rosario Pagal, Jr.	3:00 - 4:30	• Core-Values: Its Integration to Career Guidance Program Mme. Joriza Nova Mata	• Life Skills and Overview Mme. Jeji Villegas	• Career Guidance Program Activities with Parents and Community Mme. Estrella Icalina/ Ofelia Marfa • Labor Market Mme. Sheryl P. Baritua	• Job / Business Opportunities Mme. Leana A. Refuso
1:00 - 2:00 PM Rudiments for Career Guidance Planning Mrs. Joesan Ramos	MANAGEMENT OF LEARNING				
	8:00 - 8:30 8:30 - 10:00	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila	• Career Guidance Program Activities with Parents and Community Mme. Estrella Icalina/ Ofelia Marfa • Labor Market Mme. Sheryl P. Baritua	• Referral System Mme. Immaculate B. Tadena	• Core-Values: Its Integration to Career Guidance Program Mme. Joriza Nova Mata
2:00 - 3:00 PM Approaches to CGP Mme. Leana A. Refuso	10:00 - 11:30	• NCAE Interpretation Mme. Ma. Cecilia Lopez Mme. Germanegilda Malagapo	• Career Coaching Mr. Jone Rey F. Melgo	• Career Coaching Mr. Jone Rey F. Melgo	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila
3:00 - 5:00 PM Facilitation Skills Mme. Jyrl Macship	12:00 - 1:00 1:00 - 1:30 1:30 - 3:00	• Referral System Mme. Immaculate B. Tadena	• Core-Values: Its Integration to Career Guidance Program Mme. Joriza Nova Mata	• Job / Business Opportunities Mrs. Maan Cuevas-Acofido	• NCAE Interpretation Mme. Ma. Cecilia Lopez Mme. Germanegilda Malagapo
	3:00 - 4:30	• Career Coaching Mr. Jone Rey F. Melgo	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila	• Life Skills and Overview Mme. Jeji Villegas	• Referral System Mme. Immaculate B. Tadena
	LUNCHBREAK Energizer				
	• Referral System Mme. Immaculate B. Tadena	• Core-Values: Its Integration to Career Guidance Program Mme. Joriza Nova Mata	• Job / Business Opportunities Mrs. Maan Cuevas-Acofido	• NCAE Interpretation Mme. Ma. Cecilia Lopez Mme. Germanegilda Malagapo	• Labor Market Mme. Sheryl P. Baritua
	• Career Coaching Mr. Jone Rey F. Melgo	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila	• Life Skills and Overview Mme. Jeji Villegas	• Referral System Mme. Immaculate B. Tadena	• Career Guidance Program Activities with Parents and Community Mme. Estrella Icalina/ Ofelia Marfa
DAY 4 Nov. 16, 2018	MANAGEMENT OF LEARNING				
8:00 - 8:30 8:30 - 10:00	• Job / Business Opportunities Mrs. Maan Cuevas-Acofido	• NCAE Interpretation Mme. Germanegilda Malagapo	• Career Guidance Program Activities with Parents and Community Mme. Estrella Icalina/ Ofelia Marfa	• Career Coaching Mr. Jone Rey F. Melgo	• UNIFAST and Other Scholarship Opportunities Miss TJ Marie L. Labastida Mme. Mariou Doronila
10:00 - 11:30	• Communications Planning Mme. Ma. Cecilia Lopez	• Communications Planning Mrs. Lolita Pasadas	• Communications Planning Mme. Joesan Ramos	• Communications Planning Mme. Mariou Doronila	• Communications Planning Mme. Jeji Villegas
12:00 - 1:00 1:00 - 5:00	HOME SWEET HOME				
Class Manager :	Kristel Nicolae R. Carampitan PDO 1 - Tanjay City	Novelyn Calunod PDO 1 - Siquilor	Carmelita Cortes PDO 1 - Carcar City	Emma Dano PDO 1 - Carcar City	Marina Bernasar PDO 1 - Bohol Province
Process Observer	Alan Dolalita Angeleta Remolador	Erwin Pinuto Ruby Jean Bidaure	Shyn Marie Araneta Kyssa Diane Mineralles	Ma. Giamelca Carson	Lynn Larida Remie Durano

Mme. Nena Bardoquillo

Mme. Leana A. Refuso

Mme. Tina Agnes Dumas

Mme. Mariou Doronila

Mme. Leana A. Refuso

Mme. Joriza Nova Mata

Mrs Dulce Maria De Guzman

Mme. Ma. Cecilia Lopez

Mrs Dulce Maria De Guzman

Mme. Leana A. Refuso

(035) 422-5283 (Admin. Section), (035) 422-9287 (Personnel Section), (035) 422-9511 (Planning Section), (035) 225-6987 (Records Section), (035) 225-2376 (Charitable/Dental Sections), (035) 422-5283 (Admin. Section), (035) 422-9287 (Personnel Section), (035) 422-9511 (Planning Section), (035) 225-6987 (Records Section), (035) 225-2376 (Charitable/Dental Sections)