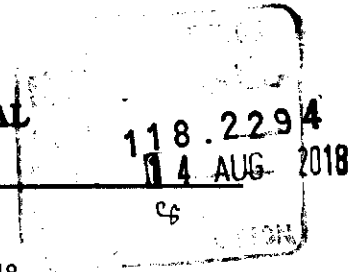




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net



August 13, 2018

TRAVEL ORDER

NO. 1010, s. 2018

TO : **MS. IRYLL MAE S. MACAHIG**
EPS II, HRDS

OFFICE : Division of Negros Oriental

PURPOSE : To attend the **NATIONAL TRAINING ON CAREER GUIDANCE**
TRENDS AND STRATEGIES

DATE OF TRAVEL : August 21-24, 2018

VENUE/PLACE : **Cebu City (specific venue to be announced later)**

ALLOWED/CHARGED TO: **Downloaded** funds from the BLSS/OSEC HRTD Program funds subject to the usual accounting and auditing rules and regulations

X : Transportation and other incidental expenses (BLSS Funds)

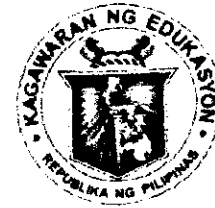
X : Board and Lodging (OSEC HRTD funds)

WILFREDA D. BONGALOS, PH.D., CESO V
Schools Division Superintendent

8/14/18



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



REGIONAL MORANDUM
No. 0572, s. 2018

AUG 08 2018

D: 8/9/18


CONDUCT OF THE NATIONAL TRAINING ON CAREER GUIDANCE TRENDS AND STRATEGIES

1. With reference to DepEd Memorandum dated August 1, 2018 from Usec. **Alain del B. Pascua**, the Bureau of Learner Support Services (BLSS) through the Youth Formation Division will spearhead the **Conduct of the National Training for Career Advocates on Career Guidance Trends and Strategies** on August 21-24, 2018 in Cebu City (specific venue to be announced later).
2. The training aims to (a) build the capacity of trainers to conduct the mass training of teachers and career guidance advocates on career guidance strategies; and (b) prepare the Regional Training Implementation Plan (RTIP).
3. For the guidance and reference of all concerned, enclosed is the List of Participants.
4. The participants are expected to observe the following:
 - a. Participants are expected to check-in and register at 3:00 PM on August 20, 2018.
 - b. First meal to be served is dinner.
 - c. Participants are requested to stay throughout the duration of the activity.
 - d. Participants are also requested to bring their own laptop.
5. 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 shall be provided with **Compensatory-Time-Off (CTO)** on training days which fall on Saturdays, Sundays, and Holidays in accordance with the provisions of CSC and DBM Joint Circular No. 2, series of 2004.
6. For inquiries and clarifications, you may contact **Mr. Rosario M. Pagal, Jr.**, YFC R07 at telephone numbers: **032-254-7062** and **032-414-7324**, or email: giun.asp@gmail.com.

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. No.: (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. No.: (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

" EGA 2015: Karapatan ng Lahat, Pananagutan ng Lahat "

7. Travel expenses of participants shall be charged to the downloaded funds from the BLSS, and shall be reimbursed upon submission of complete travel documents to the regional office, while board and lodging, training materials, and other incidental to the conduct of this activity shall be charged against OSEC HRTD Program Funds c/o BLSS YFD Office, subject to the usual accounting and auditing rules and regulations.
8. This Memorandum serve as **Authority to Travel**.
9. For the information and appropriate action of all concerned.

Juliet A. Jeruta
JULIET A. JERUTA, Ph.D., CESO IV
Director III
Officer-In-Charge 

JAJ/STJ/MGB/rpj

Enclosure

National Training for Career Advocates on Career Guidance Trends and Strategies

August 21-24, 2018, Cebu City

List of Participants

Region	Station/Division	Name of Participants
VII	Regional Office 7	Mr. Rosario M. Pagal, Jr.
	Bais City	Mr. Rogelio Cañolay
	Bayawan City	Ms. Immaculate B. Tadena
	City of Bogo	Ms. Lydia S. Damayo
	Bohol Province	Ms. Loida Posadas
	Carcar City	Ms. Jorisa Nova Mata
	Cebu City	Mr. Jone Ray F. Melgo
	Cebu Province	Ms. Sheryl P. Baritua
	Danao City	Ms. Love Joy Almagro
	Dumaguete City	Ms. Josan Ramos
	Guihulngan City	Ms. Estrella B. Icalina
	Lapulapu City	Ms. Leana A. Rejuso
	Mandaue City	Ms. Ofelia V. Marfa
	Negros Oriental	Ms. Iryll Mae Macahig ✓
	City of Naga	Ms. Marilou T. Doronila
	Siquijor	Ms. Sherryl Evan M. Jaos
	Tagbilaran City	Ms. Evelyn L. Dumadag
	Talisay City	Mr. Roger Cabañero
	Tanjay City	Mr. Arturo T. Gaso
Toledo City	Ms. Melna Mae Camoro	



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

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: uacc.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 Remuneration 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 bloss.yfd@deped.gov.ph.

For immediate and appropriate action.



ALAIN DEL S. PASCUA
Underscretary

Enclosure

**Regional List of Participants
National Training for Career Advocates on Career Guidance
Trends and Strategies**

Region	Division	Name of Participants	Designation

Certified correct:

Regional Director/OIC
Signed Over Printed Name