



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division
Superintendent

13 Nov 2024

DIVISION MEMORANDUM
SGOD No. **139** s. 2024

To: Public Schools District Supervisors/Principals In-Charge
Public and Private Elementary and Secondary School Heads Concerned
Schools Division Office Personnel Concerned
All Others Concerned

SCHOOLS DIVISION OF SOUTH COTABATO CAREER GUIDANCE
PROGRAM (CGP) TRAINING OF TRAINERS

- In reference to DepEd OUOPS No. 2023-03-8149 titled, **Guidelines on the Supervision and Implementation of the DepEd Career Guidance Program (CGP) for SY 2023-2024**, the Operations Strand, Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD), Curriculum and Teaching - Bureau of Curriculum Development (CT-BCD) and the National Educator's Academy of the Philippines (NEAP), the School Governance and Operations Division through the Youth/Learner Formation shall conduct the Division Career Guidance Program Live-In Training of Trainers at Viajera Dine and Café, Brgy. Morales, City of Koronadal on November 18-20, 2024.
- This activity aims to:
 - create a multiplier effect where trained individuals can further train others within their schools, thereby broadening the reach and impact of career guidance across the division, and
 - provide participants with strategies and tools for delivering effective career guidance sessions equip trainers with the skills to mentor and support other educators in their schools and promote the integration of career guidance into the overall educational curriculum
- These are the participants of this activity.

NO.	FULL NAME	POSITION/ DESIGNATION	SCHOOL/ OFFICE	DISTRICT/ MUNICIPALITY
1	CHAREN AGUBA	GUIDANCE COORDINATOR	BANGA CES	BANGA
2	MARIVIC G. ESCARLOTE	GUIDANCE COORDINATOR	LAKE SEBU CENTRAL ES	LAKE SEBU



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3	THERESE L. PINEDA	GUIDANCE COORDINATOR		NORALA
4	KRISTINE B. MACALISANG	GUIDANCE COORDINATOR	DOLE CANNERY CES	POLOMOLOK
5	DELFINA C. BIADNES	GUIDANCE COORDINATOR	STO. NIÑO CES	STO. NINO
6	VERONICA J. MABAYAG	GUIDANCE COORDINATOR	SURALLAH CES	SURALLAH
7	MARY JANE FABRIGAS	GUIDANCE COORDINATOR	LUGAN CES	T'BOLI
8	LOIDA GALINADA	GUIDANCE COORDINATOR	TAMPAKAN ES	TAMPAKAN
9	ELSA A. MENDEZ	GUIDANCE COORDINATOR	DUMADALIG IS	TANTANGAN
10	LEAH M. ORTIZ	GUIDANCE COORDINATOR	BOLOLMALA ES	TUPI
11	MARY ANN D. PEREMNE	GUIDANCE COORDINATOR	BANGA NHS	BANGA
12	AILEEN C. DEPOSA	GUIDANCE COORDINATOR	LAKE SEBU NHS	LAKE SEBU
13	RONNEL B. MOSO	GUIDANCE COORDINATOR	NORALA NHS	NORALA
14	ELINOR SUPERIORIDAD	GUIDANCE COORDINATOR	PANAY NHS	STO. NINO
15	MIEGEL T. BANTACULO	GUIDANCE COORDINATOR	TAMPAKAN NHS	TAMPAKAN
16	AILEEN A. DIAMANTE	GUIDANCE COORDINATOR	TANTANGAN TNHS	TANTANGAN
17	JUNLY FEGURO	GUIDANCE COORDINATOR	CEBUANO NHS	TUPI
18	KRISTINE JOY S. ALPERITO	GUIDANCE COUNSELLOR III	LIBERTAD NHS	SURALLAH
19	VERNA CEDENO	GUIDANCE COUNSELLOR I	POLOMOLOK NHS	POLOMOLOK
20	RIZA SIMPAO	GUIDANCE COUNSELLOR I	TUPI NHS	TUPI
21	ROVI SOLITERIO	MASTER TEACHER II	T'BOLI NHS	T'BOLI
22	BERT CEASAR A. CASTILLO	HEAD TEACHER III	M. ROXAS ES	STO. NINO
23	RITCHELL N. SUMEGUIN	GUIDANCE COORDINATOR	SURALLAH NHS	SURALLAH
24	JUBERTO JUMANTOC	EDUCATION PROGRAM SUPERVISOR	CID	
25	SIGREED FEROLYN A.	PROJECT	SGOD	



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	MOSCOSA	DEVELOPMENT OFFICER I		
26	ROGELIO JR. P. DE JUAN	PROJECT DEVELOPMENT OFFICER I	SGOD	

- Meals and accommodation of the participants shall be charged to the Learner Formation Program Support Fund (PSF) while traveling expenses and other expenses of the participants and resource speakers shall be charged to the school MOOE subject to the usual accounting and auditing rules and procedures.
- Please refer to Enclosure No. 1 for the Indicative Program of Activities.
- School Heads concerned shall ensure that the participation of teachers in this activity shall strictly comply with the no-disruption of classes policy stipulated in DepEd Order No. 9, s. 2005 titled, **Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.**
- For further information and clarification, kindly contact Engr. Sigreed Ferolyn A. Moscosa and Rogelio Jr P. De Juan, Division Youth Formation Coordinators through mobile numbers +639175638962 and +639185340565.
- Immediate dissemination of this memorandum is directed.


LEONARDO M. BALALA, CESO V
Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

PROGRAMS TRAINING PROGRAMS ACTIVITIES

SFAM/DM-schools division of south cotabato career guidance program (CGP) training of trainers
0000/November 13, 2024



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ACTIVITY MATRIX

Date	Time	Minutes	Topics/Activities	Persons Responsible/Facilitators
Day 1- Novemehr 18, 2024	7:30 - 8:45 a.m.	1 hour	Arrival and Registration	QUEENIE L. COCJIN Administrative Officer II
	8:45 – 9:30 a.m.	45 mins	Philippine National Anthem Invocation Regional Hymn South Cotabato Hymn Recitation of DepEd NQMS Quality Policy Welcome Remarks Statement of Purpose Introduction of Participants Inspirational Message Safety Briefing	Facilitators
	9:30 - 9:50 a.m.	20 mins	Pre-Test	Facilitators
	9:50 - 10:05 a.m.	15 mins	BREAK	
	10:05 - 11:45 a.m.	1 hour and 40 mins	Overview of the Career Guidance Program (CGP)	KRISTINE JOY S. ALPERITO, MAED, Rpm, RGC Guidance Counselor III Libertad NHS
	11:45 - 12:45 p.m.	1 hour	LUNCH	
	12:45 - 2:00 p.m.	1 hour and 15mins	GUIDANCE: Principles and Goals	KRISTINE JOY S. ALPERITO, MAED, Rpm, RGC Guidance counselor III Libertad NHS



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	2:00 - 3:00 p.m.	1 hour	Legal Bases of Career Guidance in the Philippines	BERT CEASAR A. CASTILLO, PhD Head Teacher III
	3:00 - 3:15 p.m.	15 min	BREAK	
	3:15 - 4:45 p.m.	1 hour and 30 mins.	The History of Career Guidance	ROVI D. SILOTERIO Master Teacher II Tboli NHS
	4:45 - 5:00 p.m.	15 mins	Synthesis and Closing for Day 1	

Day 2- November 19, 2024	8:00 - 8:30 a.m.	30 mins	MOL and RECAP OF DAY 1	Participants
	8:30 - 10:00 a.m.	2 hours	DO 28, s. 2019 Career Education in the Context of Guidance	VERNA CEDENO Guidance Counselor I Polomolok NHS
	10:00 -10:15 a.m.	15 min	BREAK	
	10:15 - 12:00 p.m.	1 hour and 45 mins	Theories for Career Choice and Development	ROVI D. SILOTERIO Master Teacher II Tboli NHS
	12:00 - 1:00 p.m.	1 hour	Lunch Break	
	1:00 - 3:00 p.m.	2 hrs.	DM OUOPS No. 2023-03-8149 Guidelines and Supervision of CGP / DM OUCI-2021-347	KRISTINE JOY S. ALPERITO, MAED, Rpm, RGC Guidance counselor III Libertad NHS
	3:00 - 3:15 p.m.	15 min	BREAK	
	3:15 - 4:45 p.m.	1 hour and 30 mins	DO 41, s. 2015 Career Guidance for Grade 10 students/ DM 169, s. 2018 Implementation of	RIZA A. SIMPAO Guidance Counselor I



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			Grade 12 Modules	Tupi NHS
	4:45 - 5:00 p.m.	15 mins	Synthesis and Closing for Day 2	Facilitator
Day 3- November 20, 2024	8:00 - 8:30 a.m.	30 mins	MOL and RECAP for Day 2	Participants
	8:15 - 10:00 a.m.	1 hour and 45 mins	Tools and Resources for Career Guidance	RITCHELL N. SUMEGUIN Guidance Coordinator Surallah NHS
	10:00 - 10:15 a.m.	15 min	BREAK	
	10:15 - 12:00 p.m.	1 hour and 45 min	Curriculum Exits Tracking System/ Developing Linkages	RITCHELL N. SUMEGUIN Guidance Coordinator Surallah NHS
	12:00 - 1:00 p.m.	1 hour	LUNCH BREAK	
	1:00 - 2:30 p.m.	1 hour and 30 mins	DO 30, s. 2017 Guidelines for Work Immersion and DO 39, s. 2018	VERNA CEDENO Guidance Counselor I Polomolok NHS
	2:30 - 3:30 p.m.	2 hours and 30 mins	Technical Assistance on the implementation of school CGP	Facilitator
	3:30 - 4:30 p.m.	1 hour	Feedbacking, Post Test and Evaluation	Facilitator
	4:30 - 5:00 p.m.	30 mins	CLOSING PROGRAM	Facilitator



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