



Republic of the Philippines  
**Department of Education**  
 REGION XI  
 SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
 DM CID-2025-**0608**

To : Assistant Schools Division Superintendent  
 Chief, Curriculum Implementation Division  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Juliet D. Raganas, RGC-Division Guidance Coordinator III  
 Secondary School Heads  
 All Registered Guidance Counselors (RGCs)  
 Secondary School Career Advocates

Subject: **DIVISION LEARNING AND DEVELOPMENT ACTIVITY OF ALL CAREER GUIDANCE ADVOCATES SY 2025-2026**

Date : September 25, 2025

This has reference to the DM-OUOPS-2025-11-01492, and Advisory, in preparation for the Career Guidance Program (CGP) School-Based Training for Career Advocates (SBCTA) originally scheduled for June 2025.

To support effective and organized implementation within this Division, the following newly designated School Career Advocates are hereby advised to participate in the **Division Learning and Development Seminar for all school Career Advocates** on October 1, 2025; 1:00 o'clock - 5:00 o'clock in the afternoon at the Division Training Center.

No.	Names	Schools	Batch
1.	Lutz B. Duallo	Sindaton NHS	1
2.	Bernie Gil Damaso	Dalisay NHS	1
3.	Norman L. Gabanete	Don Manuel Javellana NHS	2
4.	Allan Jay C. Eslera	Kasilak NHS	1
5.	Norjana K. Buisan	Kauswagan NHS	1
6.	Jonathan Ivan Gabriento	Manay NHS	1
7.	Leoly D. Lanquino	Nanyo NHS	1
8-	Jekie Canas	Panabo City NHS	2
9.	Floribeth Nachon		1
10-	Jochebed A. Dizon RGC	Panabo City SHS	1
11.	Lynjie Macabulos		2
12.	Christine Joefel Luarez	Quezon NHS	1

13.	Daryl J. Loberos	San Vicente NHS	2
14.	Ruel L. Montefolca		1
15.	Apple Mae M. Silagan	Mabunao NHS	2
16.	Allen V. Laureta	Little Panay NHS	2
17.	Lugielyn Tamparong	A.O. Floirendo NHS	2
18.	J.J. O. Bohol	Southern Davao NHS	2
19.	Agustin L. Idausos	Lorenzo Integrated School	2
20.	Jake A. Jangao	Cagangohan NHS	2
	<b>Facilitators/Speakers</b>	<b>Schools/Office</b>	
20.	Sharon Rose O. Cuizon RGC	A.O. Floirendo NHS	
21.	Nenita L. Carredo RGC	Panabo City NHS	
22.	Juliet D. Raganas RGC	SDO Panabo City-CID	
23.	Elden D. Orbeta, PHD.	SDO Panabo City- Education Program Supervisor , VE	
24.	Jezzriel R. Montefolca	YFP Representative	

Registered Guidance Counselors (RGCs) will train core team and lead the School-Based Training of Career Advocates in this Division.

Travel and other incidental expenses relative to this undertaking shall be charged against the Division/School MOOE/Local Funds subject to the usual accounting and auditing rules and regulations.

For information and guidance.

**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**SEP 30 2025**

RECORDS SECTION SDO PANABO CITY  
BY 

Enc. As Stated  
Doc: // CID/jey/jdr



Republika ng Pilipinas

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

### MEMORANDUM

DM-OUOPS-2025-11- 01492

TO : **Regional Directors**  
**Regional and Division Youth Formation Coordinators**  
**Regional and Division Edukasyon sa Pagpapakatao, GMRC**  
**and Values Education Supervisors**  
**NEAP-Regional Focal Persons**  
**Schools Division Superintendents**  
**Human Resource Development Division Chiefs**  
**School Governance and Operation Division Chiefs**  
**HRD Fund Focal Persons in the Division**  
**School Heads**  
**CGP Lead and Core Team Trainers**  
**CGP National Trainers (Phase 1-4)**  
**All Others Concerned**

FROM : **MALCOLM S. GARMA**  
*Assistant Secretary, Officer in Charge*  
*Office of the Undersecretary for Operations*

SUBJECT : **CONDUCT OF THE CAREER GUIDANCE PROGRAM SCHOOL-BASED TRAINING OF CAREER ADVOCATES (SBTCA)**

DATE : February 24, 2025

Republic Act No. 11206, also known as the Secondary Career Guidance and Counseling Act of 2019, aims to institutionalize comprehensive career guidance programs in secondary schools across the Philippines. This initiative, led by the Department of Education (DepEd) in partnership with various agencies, seeks to equip learners with the essential skills and knowledge necessary to make informed decisions about their education and career paths, aligned with current labor market trends.

In pursuit of this objective, three DepEd strands – Operations through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), Curriculum and Teaching through the Bureau of Curriculum Development (BCD), and Human Resource and Organizational Development through the National Educators' Academy of the Philippines (NEAP) – have organized numerous training and activity sessions since last year. During these initiatives, Registered Guidance Counselors (RGCs) will train core teams and lead the **School-Based Training of Career Advocates (SBTCA)**, which will take place from **May to June 2025**.

BLSS-YFD-2025-02-109



The SBTCA is based on DepEd's commitment to the Asian Development Bank (ADB) under the Secondary School Education Program (SESP). This commitment ensures that by **June 2025**, at least 50% of DepEd secondary schools will have two trained, certified, and designated Career Advocates (CAs), preferably one male and one female.

To facilitate the preparation for SBTCA and maintain its quality, the following activities shall be conducted:

No.	Date	Name of Activity	Participants	Venue/Platform
1.	April 3-4, 2025	Online Orientation on SBTCA Guidelines	1. Regional Edukasyon sa Pagpapakatao (EsP) /GMRC Values Education (VE) Supervisors 2. Regional Youth Formation Coordinators 3. NEAP-R 4. Regional Planning Officers 5. Regional Budget Officers	MS Teams/ Online
2.	April 21-25, 2025	Training on CGP Core Team Trainers (Phase 4)	1. Registered Guidance Counselors ( <i>preferably non-teaching, who haven't attended any CGP Core Team Training</i> ) 2. 32 Core Team Trainers and Lead Writers 3. Program Management Team/TWG 4. DepEd CO Core TWG ( BCD, YFD, NEAP)	Region 4-A CALABARZON
3.	April 29, 2025	Distribution of Training Materials to Official Core Trainers through NEAP-R	Lead: NEAP-R Trained Core Trainers	Online
4.	May 2025	Regional Planning and Preparation and Orientation on CGP SBTCA Guidelines	Lead: NEAP-R Co lead: 1. Regional Edukasyon sa Pagpapakatao (EsP) /GMRC Values Education (VE) Supervisor 2. Regional Youth Formation Coordinators 3. Regional Planning Officer 4. Regional Budget Officer 5. Official Regional Trained 6. Program Management Team/TWG 7. Core Team Trainers	c/o Regions
5.	May to June 2025	Roll-out: School-based Training of Career Advocates  SBTCA Field Monitoring	Secondary School Teachers National Official Core Trainers  DepEd CO/RO Core TWG	Face-to-face Schools/ Designated Training Venues

Further, the NEAP through its FY 2024 (RA No. 11975) HRD Continuing Funds has allocated a total amount of **Sixty Million Pesos (P60,000,000.00)** for the implementation and conduct of the SBTCA.

With this, the Office of the Undersecretary for Operations (OUOPS), through the BLSS-YFD respectfully request all **Regional Offices** for the issuance of the **Acceptance Letter** parallel to the amount to be downloaded to facilitate the issuance of the Sub-Allotment Release Order (Sub-ARO), on or before **March 21, 2025**. The letter shall be sent to the email of BLSS-YFD at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph) (cc: [clare.paclibar@deped.gov.ph](mailto:clare.paclibar@deped.gov.ph) and [clarence.sarmiento@deped.gov.ph](mailto:clarence.sarmiento@deped.gov.ph)). Your prompt action on this matter is hereby kindly requested to secure the necessary approval and documentation.

As a reference guide, the following documents are attached in this Memo:

- Annex A. CGP Trainers and Program Management Team
- Annex B. CGP SBTCA Program of Activities
- Annex C. HRD Distribution of Allocation of Funds per Region

Also enclosed are the **Implementing Guidelines for the Career Guidance Program School-based Training of Career Advocates** that will provide a clear guidance on effective utilization of funds in accordance with DepEd policies and to ensure the successful implementation of SBTCA.

For further information, inquiries, or concerns regarding the subject, please contact the BLSS-YFD through the same email address above and/or NEAP through email at [neap.od@deped.gov.ph](mailto:neap.od@deped.gov.ph).

For immediate dissemination and compliance.