

Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Government Center, Sudlon, Lahug, Cebu City



May 5, 2017

**Division Memorandum**

No. 287 s. 2017

**REGIONAL MASS TRAINING OF TEACHERS (MTOT) ON THE  
IMPLEMENTATION OF CAREER GUIDANCE PROGRAM**

To: Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors  
Secondary School Heads

1. Attached is Regional Memorandum No. 304, S. 2017 dated May 2, 2017, entitled, "**Regional Mass Training of Teachers (MTOT) on the Implementation of Career Guidance Program**", for the guidance and information of all concerned.
2. Participants to this training are the **Senior High School (SHS) Grade 11 Teacher Adviser** of the following schools, namely;

Name of School	Municipality	No. of Participants
Minglanilla Science HS	Minglanilla	1
Camp 7 NHS	Minglanilla	1 (Ms. Nova Pardillo)
Sangat NHS	San Fernando	1
Sibonga NHS	Sibonga	1
Alcoy NHS	Alcoy	1
Argao NHS	Argao	1
Boljoon NHS	Boljoon	1
Dalaguete NHS	Dalaguete	1
Oslob NHS	Oslob	1
Santander NHS	Santander	1
Samboan NHS	Samboan	1
Aloguinsan NHS	Aloguinsan	1
Looc Norte NHS	Asturias	1
Buanoy NHS	Balamban	1
B&M Pañares MNHS	Barili	1
Pinamungajan NHS - Day	Pinamungajan	1
Tuburan NHS	Tuburan	1
Bantayan NHS	Bantayan	1
Daanbantayan NHS	Daanbantayan	1
Madridejos NHS	Madridejos	1

Kawit NHS	Medellin	1
San Remigio NHS	San Remigio	1
Santa Fe NHS	Santa Fe	1
Kal-anan NHS	Tabogon	1
Juan Pamplona NHS	Tabuelan	1
Tabunan NHS	Borbon	1
Carmen NHS - Day	Carmen	1
Catmon Integrated School	Catmon	1
Compostela NHS	Compostela	1
Liloan NHS	Liloan	1
Lanao NHS	Pilar	1
L. B. Rama Sr. MNHS	Poro	1
Camotes NHS	San Francisco	1
Calumbuyan NHS	Sogod	1
Puertobello NHS	Tudela	1
Consolacion NHS – Day	Consolacion	1
Cordova NHS	Cordova	2 (Ms. Chona Jumao-as)
Alcantara NHS	Alcantara	1
Santa Filomena NHS	Alegria	1
Badian NHS	Badian	1
Bitoon NVHS	Dumanjug	1
Montañeza NHS	Malabuyoc	1
Guiwanon NHS	Ginatilan	1
Moalboal NHS	Moalboal	1
Langin NHS	Ronda	1
<b>Total Participants</b>		<b>46</b>

3. Travel and other incidental expenses of the participants shall be chargeable to local School MOOE subject to availability and the usual accounting and auditing rules and regulations, while board and lodging is chargeable to the Sub-ARO downloaded to the region.

4. This memorandum will serve as "Authority to Travel" of the participants.

5. For details, refer to the attached Regional Memorandum.

6. Immediate and wide dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, Ed. D., CESO VI**  
 Schools Division Superintendent

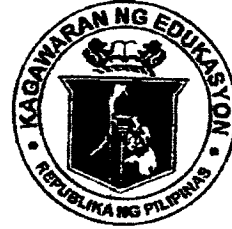
Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin/Legal:	(032) 253-7847

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)  
 E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)



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 MEMORANDUM  
No. 0304, s. 2017


MAY 02 2017

**REGIONAL MASS TRAINING OF TEACHERS (MTOT) ON THE IMPLEMENTATION OF  
CAREER GUIDANCE PROGRAM**

✱

TO: Schools Division Superintendents  
All Others Concerned

1. Pursuant to DepEd Memorandum No. 8, s. 2017 entitled, *National Training of Trainers and Mass Training of Teachers and Career Advocates for the Implementation of Grade 11 Career Guidance Program*, a regional Mass Training of Teachers and Career Advocates for the implementation of Grade 11 Career Guidance Program will be conducted on May 8 – 10, 2017 at the DepEd Ecotech Center, Government Center, Sudlon, Lahug, Cebu City.
2. Regional Trainers (see Enclosure No. 1) from the 13 Schools Division Offices (SDOs), who completed the National Training of Trainers (NTOT) last January 30 – February 1, 2017, shall take the lead in conducting the mass training of teachers and career advocates.
3. The number of participants of the mass training per schools division is in Enclosure No. 2, to be endorsed by the Schools Division Superintendent to the Regional Office on May 5, 2017.
4. Participants are expected to be at the venue by 2:00 p.m. in Day 0 (May 8), with dinner as the first meal. Training program is found in Enclosure No. 3 for your reference.
5. Funds support for the mass training were downloaded with Sub-ARO dated November 6, 2016 to cover expenses for board and lodging, supplies, contingencies and other incidental expenses related to the training. Travelling expenses of field trainers and participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
6. For more information, all concerned may contact the Education Support Services Division (ESSD), DepEd Regional Office at telephone no. (032) 231-1309 and 254-7062 or through email address: [giun.asp@gmail.com](mailto:giun.asp@gmail.com)
7. For your action and compliance.

  
JULIET A. JERUTA, Ph.D., CESO V  
Director III  
Officer-In-Charge

JAI/FYA/ESSD/jp

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

*“ EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat ”*



Republic of the Philippines  
**Department of Education**

---

16 JAN 2017

DepEd MEMORANDUM  
No. **8** s. 2017

**NATIONAL TRAINING OF TRAINERS AND MASS TRAINING OF TEACHERS  
AND CAREER ADVOCATES FOR THE IMPLEMENTATION  
OF GRADE 11 CAREER GUIDANCE PROGRAM**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Secondary School Heads  
All Other Concerned

1. The Department of Education (DepEd), through the Bureau of Learner Support Services–Youth Formation Division (BLSS–YFD), will conduct the **National Training of Trainers (NTOT) and Mass Training of Teachers (MTOT) on the Implementation of Career Guidance Program.**

2. In line with the full implementation of the K to 12 Basic Education Program geared towards producing graduates who are ready for higher education, middle skills development, employment and entrepreneurship, DepEd implemented the Career Guidance Program (CGP) for Grade 10 pursuant to DepEd Order No. 41, s. 2015 entitled *Senior High School Career Guidance Program and Early Registration* to guide Grade 10 students and Senior High School (SHS) entrants in making informed decisions regarding their choice of SHS track. The implementation of the career guidance program is also stipulated under Rule V. Career Guidance and Counseling Advocacy, specifically Sections 17 to 20 of the Implementing Rules and Regulations (IRR) of RA 10533, otherwise known as the *Enhanced Basic Education Act of 2013*.

3. The training of trainers aims to:

- a. build the capacity of trainers to conduct the mass training of teachers or career guidance advocates; and
- b. prepare each region's mass training plan.

4. The participants are teacher trainers, career guidance counselors or advocates and supervisors recommended by their respective regional offices based on the criteria found in Enclosure No. 1. The participants shall include one Regional YFD Coordinator from the Education Support Services Division, who shall monitor and lead regional participants during the NTOT and oversee the conduct of mass training of teachers or career advocates. Their names including their travel authority shall be submitted to [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph) on or before **January 6, 2017** which shall be signed by the concerned regional directors. Only those who completed the NTOT shall serve as trainers during the mass training. The number of trainers per region is in Enclosure No. 2.

5. Below are the details for the NTOT by cluster:

Cluster	Participating Region	Date	Venue
Luzon: Batch 1	I, IV-A, IV-B, and National Capital Region	February 8-10, 2017	NEAP, Maibar Batangas
Luzon: Batch 2	II, III, V, and Cordillera Administrative Region	February 14-16, 2017	Baguio City (specific venue to be announced)
Visayas	VI, VII, VIII, and Negros Island Region	January 30-February 1, 2017	Ecotech Center Lahug, Cebu City
Mindanao	IX, X, XI, XII, Caraga and Autonomous Region of Muslim Mindanao	February 21-23, 2017	Davao City (specific venue to be announced)

6. The travel expenses and board and lodging of trainers, resource speakers, management staff and participants to this NTOT shall be charged to OSec Funds. Likewise, travel expenses of the participants shall be reimbursed upon presentation of complete travel documents subject to the usual accounting and auditing rules and regulations.

7. Participants are expected to be at the venue by 2:00 p.m. in Day 0, with dinner as the first meal. Training program is found in Enclosure No. 3 for reference.

8. This core of trainers shall take the lead in conducting the mass training of teachers and career advocates in their respective regions. The training intends to equip teachers with concrete understanding on career guidance and capabilities to perform tasks to effectively deliver the program to the learners. The participants to the mass training are permanent or regular teachers handling Grade 11 in all public Senior High Schools. The three-day mass training shall commence right after the conduct of the national training for each region.

9. The funds support for the mass training were downloaded to the regions with Sub-ARO dated November 6, 2016 to cover expenses for board and lodging, supplies, contingencies and other incidental expenses related to the training. The details are found in Enclosure No. 4 for reference.

10. The mass training will be monitored by the management in coordination with the Bureau of Curriculum Development and National Educators Academy of the Philippines. Enclosure No. 5 will serve as guide or template for the Summary of Report.

11. The participants, trainers and management staff in the NTOT and MTOT 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. 2 s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.

12. For more information, all concerned may contact the **Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD)**, Department of Education (DepEd) Central Office, 3<sup>rd</sup> Floor, Mabini Building, DepEd Complex, Meralco Avenuc, Pasig City at telephone no. (02) 637-9814; mobile no. 0928-740-3511 or through email address: [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph)

13. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

Reference:

DepEd Order (No. 41, s. 2015)

To be indicated in the Perpetual Index  
under the following subjects:

SENIOR HIGH SCHOOL  
STUDENTS  
TEACHERS  
TRAINING PROGRAMS