Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

DEPARTMENT OF EDUCATION
EL SALVADOR CITY- RECORDS SECTION
RELEASED
NOV 19 2026
Time: 4:24 By: Control #: 399

November 19, 2026

DIVISION MEMORANDUM
No. 399, s. 2026

PARTICIPATION IN THE CAPACITY BUILDING FOR GUIDANCE DESIGNATES ON MENTAL HEALTH AND SCHOOL GUIDANCE AND COUNSELING SERVICES – MINDANAO CLUSTER

To: **Office of the Assistant Schools Division Superintendent**
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
All School Heads of Public Elementary and Secondary Schools
All Others Concerned

1. In reference to Regional Memorandum No. 960, s. 2026, dated November 18, 2026, entitled Conduct of Capacity Building for Guidance Designates on Mental Health and School Guidance and Counseling Services – Mindanao Cluster, the Schools Division of El Salvador City announces its participation in the said capacity-building activity to be conducted by the Department of Education through the Bureau of Learner Support Services (BLSS) – Learner Wellness Office (LWO) on November 22–27, 2026, at World Palace Hotel, Davao City.

2. Under the Division's one-participant allocation, the following personnel is authorized to attend and is granted Official Authority to Travel from November 22-27, 2026.

NERI, JOERIGENE ODETTE COMON
Teacher III
Sambulawan National High School

4. The participant shall actively engage in all sessions and subsequently share learnings and recommendations to enhance Division mental health and guidance services.

5. Transportation and other related expenses shall be charged against the downloaded Program Support Funds for the School Mental Health Program (LSP-SMHP), while board and lodging shall be charged against BLSS-LWO FY 2026 LSP Current Funds, subject to fund availability and existing accounting and auditing rules. The participant shall coordinate with Division Office personnel regarding travel arrangements, documentation, and liquidation.

6. The participant shall coordinate with the appropriate Division Office personnel regarding travel arrangements, necessary documentation, and liquidation of expenses, in accordance with existing government accounting and auditing policies.

government accounting and auditing policies.

7. The Division adheres to the Equal Opportunity Principle (EOP), ensuring no discrimination based on gender, age, religion, or disability.

8. All concerned are hereby informed accordingly for information and appropriate action.

RANDOLPH B. TORTOLA
Schools Division Superintendent

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

SGOD/MEDICAL SECTION/LEARNER WELLNESS/ijvt/myd

LEARNER WELLNESS
MENTAL HEALTH
CY 2026

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. X
RELEASED
9119
BY: _____ DATE: 11-19-26

November 18, 2026

REGIONAL MEMORANDUM
No. 960, s. 2026

CONDUCT OF CAPACITY BUILDING FOR GUIDANCE DESIGNATES ON MENTAL HEALTH AND SCHOOL GUIDANCE AND COUNSELING SERVICES – MINDANAO CLUSTER

To: Schools Division Superintendents
All Others Concerned

1. Regarding DepEd Memorandum DM-OM-OUOPS-2026-01-04573 titled Conduct of the Capacity Building for Guidance Designates on Mental Health and School Guidance and Services – Mindanao Cluster," the Department of Education (DepEd), through the Bureau of Learner Support Services (BLSS)-Learner Wellness Office (BLSS-LWO), shall conduct the **Safe Spaces, Strong Minds: Capacity Building for Guidance Designates** in **Davao City** on **November 22-27**.

2. The target participants are the following:

   a. New and untrained Guidance Designates (teachers/personnel newly assigned to guidance roles)
   b. Non-RGC Personnel Handling GC Plantilla Items

3. The endorsed participants must individually pre-register via this link **https://bit.ly/RegistrationMindanaoCapBDesignates** on or before November 13. Please refer to Annex C for the allocated number of participants.

4. Board and lodging will be charged against the BLSS-LWO FY 2026 LSP Current Funds while transportation and other expenses will be charged against the downloaded Program Support Funds (LSP-SMHP), subject to accounting and auditing rules.

5. For questions and clarifications, please contact Dr. Myra G. Yee, Medical Officer IV, at 0917-713-0173, or Mr. Lee Nemson T. Edillon, Technical Assistant II, Health and Nutrition Section, at 0960-422-3819.

6. This Office directs the immediate and wide dissemination of this Memorandum.

Digitally signed by
Legaspi Ruth Fuentes
Date: 2026.11.18
18:41:50+08'00'

DR. RUTH L. FUENTES, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subject:

TRAINING PROGRAMS

ESSD/mgy

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
OM-OUOPS-202601-04573

FOR : **REGIONAL DIRECTORS**
Region IX, X, XI, XII, CARAGA

FROM : **MALCOLM S. GARMA**
Undersecretary

SUBJECT : **CONDUCT OF THE CAPACITY BUILDING FOR GUIDANCE DESIGNATES ON MENTAL HEALTH AND SCHOOL GUIDANCE AND COUNSELING SERVICES – MINDANAO CLUSTER**

DATE : October 20, 2026

Pursuant to DepEd's mandate under RA 12080, or the *"Basic Education Mental Health and Wellbeing Promotion Act"*, the **School-Based Mental Health Program (SMHP)** aims to promote learners' mental health and wellbeing, prevent further mental health risks, and provide responsive care to learners with mental health concerns and conditions, toward the achievement of better education outcomes.

Section 16 of the IRR of RA 12080 states that *schools may designate teachers or other DepEd personnel to act as guidance personnel in the absence of a School Counselor or School Counselor Associate.* To strengthen the delivery of school-based mental health services, including guidance and counseling services, and to ensure that learners at risk receive timely and appropriate support, the **Bureau of Learner Support Services (BLSS)**, through the **Learner Wellness Office (BLSS-LWO)**, will conduct a training entitled, **"Safe Spaces, Strong Minds: Capacity Building for Guidance Designates"**. This aims to enhance the professional competencies of Guidance Designates, promote a culture of excellence in mental health and guidance services, and ensure compliance with legislative mandates on mental health and educator development.

The activity will be held on **November 22-27, 2026,** within **Davao City** with the exact venue to be determined. Target participants of the said activity are the following:

1. New and Untrained Guidance Designates
   - Teachers or DepEd personnel newly assigned to guidance-related roles; and/or
   - Current designates who have been handling learner support functions without formal training aligned with DepEd's guidance frameworks and learner support policies.

2. Non-RGC Personnel Handling GC Plantilla Items
   - Individuals occupying GC plantilla items, but who are not licensed Registered Guidance Counselors (RGCs) yet are actively performing guidance-related tasks in schools.

Regional Office (RO), through the Schools Division Offices (SDOs), is requested to se participants to the abovementioned activity. The Regional Directors, through the DD Chiefs/NEAP R Focal Persons, are requested to **submit the official list of rticipants** using the template provided in Annex A via email to blss.lwd@deped.gov.ph, ith the subject line *"[ENDORSEMENT] Region ____ Participants to the Capacity Building for Guidance Designates"* on or before **November 6, 2026**.

Endorsed participants are requested to individually **pre-register** through the following link: https://bit.ly/RegistrationMindanaoCapBDesignates on or before **November 13, 2026**. Only participants who are officially endorsed by their respective Regional Offices and have completed the pre-registration will be allowed to participate in the activity. A separate advisory shall be issued containing the complete list of official participants.

Participants' board and lodging shall be charged against the BLSS-LWO FY 2026 LSP Current Funds while transportation and other related expenses may be charged against the downloaded *"Program Support Funds to Cover the Travel Expenses of Participants Attending Various LWO-led Activities"* under Learner Support Program (LSP) – School Mental Health Program (SMHP) in the ROs and shall be downloaded to the respective SDOs, subject to the usual accounting, budgeting, and auditing rules and regulations. Offices concerned are requested to augment the funds should the allocation from the LSP PSF prove insufficient.

The participants are entitled to Vacation Service Credits (VSCs) in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of VSCs for Teachers" or Compensatory Time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered," whichever is applicable.

For reference, attached are the Indicative Program of Activities (Annex B), Allocated Number of Participants per Region (Annex C), and List of Resource Speakers and Members of the Technical Working Group (Annex D).

For questions and/or concerns, your staff may contact BLSS-LWO through email at blss.lwd@deped.gov.ph.

[BLSS-LWO/BBDH]

ANNEX B: Indicative Program

CAPACITY BUILDING FOR GUIDANCE DESIGNATES ON MENTAL HEALTH AND SCHOOL GUIDANCE AND COUNSELING SERVICES

TIME DURATION	DAY 0 November 22, 2026	DAY 1 November 23, 2026	DAY 2 November 24, 2026	DAY 3 November 25, 2026	DAY4 November 26, 2026	DAY 5 November 27, 2026
8:00am-8:30am		Management of Learning				
8:30am-10:00am		Module 1: Understanding the Role of Teachers in Basic School Counseling	Module 4: Handling Common Concerns in Schools 4.1.A Understanding the Anti- Bullying Act: Roles and Responsibilities of Teachers	Module 4: Handling Common Concerns in Schools 4.2.B School-Based Drug Prevention Strategies	Module 5: Basic Risk Screening and Identifying At-Risk Learners	Module 6: Basics of A School-Based Guidance Action Plan 6.1 Presentation of Guidance Action Plan
10:00am-10:15am		**HEALTH BEAK**				
10:15am-12:00pm		Module 2: Integrating Guidance Services in Classroom Management and Instruction	Continuation of 4.1.A Understanding the Anti- Bullying Act: Roles and Responsibilities of Teachers	Continuation of 4.2.B School-Based Drug Prevention Strategies	Continuation of Module 5: Basic Risk Screening and Identifying At-Risk Learners	Module 7: Cultivating a Wellness Culture in School: Starting with Ourselves
12:00pm-1:00pm	**ARRIVAL**	**LUNCH BREAK**				

1:00-3:00pm	Registration Opening Program Preliminaries	Module 3: Promoting Healthy and Emphatic Communication with Learners and Applying Psychological First-Aid in School Settings: Basic Tools for Teachers	4.1.B Creating Safe and Inclusive Learning Spaces for All Learners	Module 4: Handling Common Concerns in Schools 4.3 Suicide Prevention 101: What Every Teacher Needs to Know	Module 6: Basics of a School-Based Guidance Action Plan	Work Application Pl… Closing Program
3:00pm-3:15pm		**HEALTH BREAK**				
3:15pm-4:45pm	Introduction to Mental Health and Guidance and Counseling Programs and Services - Legal Bases - Mandates according to RA 12080	Continuation of Module 3: Promoting Healthy and Emphatic Communication with Learners and Applying Psychological First-Aid in School Settings: Basic Tools for Teachers	Module 4: Handling Common Concerns in Schools 4.2.A. Promoting Healthy Digital Habits in the Classroom and at Home	Continuation of 4.3 Suicide Prevention 101: What Every Teacher Needs to Know	Continuation of the Basics of a School-Based Guidance Action Plan	
4:45pm-5:00pm		**End of Day Evaluation**				

dorsement Letter Templates

<Regional Office Header>

onth> <day>, 2026

DR. MIGUEL ANGELO S. MANTARING
Director IV
Bureau of Learner Support Services

Dear **Dr. Mantaring**:

Respectfully submitting the list of participants to attend the **Capacity Building for Guidance Designates on Mental Health and School Guidance and Counseling Services – Mindanao Cluster**:

NO.	NAME	SEX	RO/SDO/SCHOOL	POSITION	DEPED EMAIL
1					
2					
3					
4					

Thank you very much!

Sincerely yours,

<Full Name of Regional Director>
<Position>

C: Allocated Number of Participants per Region

REGION/SDO	No. of participants
Region IX	
Dapitan City	2
Dipolog City	3
Isabela City	3
Pagadian City	3
Sulu	3
Zamboanga City	4
Zamboanga del Norte	4
Zamboanga del Sur	4
Zamboanga Sibugay Province	2
TOTAL	**28**
Region X	
Bukidnon	4
Cagayan de Oro City	3
Camiguin	1
El Salvador City	1
Gingoog City	2
Iligan City	3
Lanao del Norte	2
Malaybalay City	2
Misamis Occidental	2
Misamis Oriental	2
Oroquieta City	1
Ozamiz City	2

y	1
City	2
L	**28**
ion XI	
avao de Oro	3
Davao City	4
Davao del Norte	3
Davao del Sur	3
Davao Oriental	3
Davao Occidental	2
Digos City	2
Island Garden City of Samal	1
Mati City	2
Panabo City	1
Tagum City	2
TOTAL	**26**
Region XII	
General Santos City	4
Koronadal City	4
Kidapawan City	4
Cotabato City	5
Sarangani	3
South Cotabato	2
Sultan Kudarat	2
Tacurong City	2
TOTAL	**26**

A	
an del Norte	3
usan del Sur	3
Bayugan City	2
Bislig City	2
Butuan City	3
Cabadbaran City	2
Province of Dinagat Island	2
Siargao	2
Surigao City	3
Surigao del Norte	2
Surigao del Sur	2
Tandag City	2
TOTAL	**28**

p: List of Resource Speakers and Technical Working Group

CAPACITY BUILDING FOR GUIDANCE DESIGNATES ON MENTAL HEALTH AND SCHOOL GUIDANCE AND COUNSELING SERVICES

RESOURCE SPEAKERS			
No.	**NAMES**	**OFFICE/PLACE OF ASSIGNMENT**	**POSITION**
1.	Daryl A. Tomboc	Region IX, SDO Zamboanga Sibugay	Guidance Counselor II
2.	Jinky Marie R. Guniea	Region IX, SDO Pagadian City	Guidance Counselor II
3.	Jasper F Canete	Region X, SDO Misamis Oriental	Guidance Counselor III
4.	Joan B. Caneda	Region X, SDO Iligan City	Guidance Coordinator III
5.	Melecare M. Carillo	Region XI, SDO Tagum City	Guidance Counselor III
6.	Shiela Mae G. Estabaya	Region XI, SDO Digos City	Guidance Coordinator III
7.	Marilyn C. Bagasbas	Region XII, SDO Koronadal City	Guidance Counselor II
8.	Ryan A. Betoya	Region XII, SDO General Santos City	Guidance Counselor II
9.	Generuth Bagaforo	CARAGA, SDO Butuan City	Senior Education Program Specialist
10.	Indira Fideles G. Lacre	CARAGA, SDO Butuan City	Guidance Coordinator III

TECHNICAL WORKING GROUP			
No.	**NAMES**	**OFFICE/PLACE OF ASSIGNMENT**	**POSITION**
1.	Jona Kristen M. Valdez	CO, Bureau of Learner Support Services – Learner Wellness Office	Supervising Educational Program Specialist, OIC, Head

	Millie Jane T. Fudolig	CO, Bureau of Learner Support Services – Learner Wellness Office	Senior Education Program Specialist, OIC, Assistant Head
	Belle Beatrice D. Hombrebueno	CO, Bureau of Learner Support Services – Learner Wellness Office	Technical Assistant III
4.	Jordan P. Concepcion	CO, Bureau of Learner Support Services – Learner Wellness Office	Technical Assistant II
5.	Weigela Shaeina V. Besar	CO, Bureau of Learner Support Services – Learner Wellness Office	Technical Assistant II
6.	Christine Clyde Bido	CO, Bureau of Learner Support Services – Learner Wellness Office	Technical Assistant I
7.	Alandhrou Miles S. Brum	CO, Bureau of Learner Support Services – Learner Wellness Office	Administrative Assistant I
8.	Roselle D. Cabiling	CO, Learning Systems – National Education Academy of the Philippines	Technical Assistant II
9.	Ash Airel V. Cristobal	CO, Learning Systems – National Education Academy of the Philippines	Technical Assistant II
10.	Fleura Karina C. Lorenzo	CO, Learning Systems – National Education Academy of the Philippines	Technical Assistant II
11.	Ritchelle S. Aresco	Region XI	Medical Officer III
12.		Region XI	
13.		Region XI	