


Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023-800

To : Schools Division Superintendents
SDO Quezon City
SDO Valenzuela City

From : 
WILFREDO E. CABRAL, CESO III
Regional Director

Subject : **Request for Writers for the Strategic Planning on the Implementation of Career Guidance Program**

Date : August 18, 2023

This is in reference to the attached Memorandum dated July 20, 2023, from Neneth Esplana-Alma, PhD, Director IV, Bureau of Learner Support Services, relative to the above-captioned activity, contents of which are self-explanatory, for information and appropriate action.

Immediate dissemination of this Memorandum is desired.

Encl/s: as stated.



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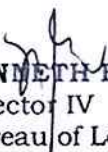
Republic of the Philippines
Department of Education
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS
BUREAU OF LEARNER SUPPORT SERVICES
School Health Division | School Sports Division | Youth Formation Division

MEMORANDUM

To : **WILFREDO E. CABRAL**
Regional Director
National Capital Region

Attention : **CARLEEN S. SEDILLA**
Schools Division Superintendent
Schools Division Office-Quezon City

ALEJANDRO G. IBANEZ
Schools Division Superintendent
Schools Division Office-Valenzuela City

From :  **NENNETH ESPLANA-ALAMA, PhD**
Director IV
Bureau of Learner Support Services

Subject : **REQUEST FOR WRITERS FOR THE STRATEGIC PLANNING
ON THE IMPLEMENTATION OF CAREER GUIDANCE
PROGRAM**

Date : **July 20, 2023**

The Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), *transitioning to BLSS-Learner Formation Division*, will have its **Strategic Planning for Career Guidance Program (CGP)** on **August 14-18, 2023**, at St. Giles Hotel, Makati City.

This initiative is part of a comprehensive series of activities designed to capacitate all national, regional, division, and school focal persons of the said program which includes revisiting the CGP implementation in schools, hence, addressing its gaps and issues, and creating a plan of action based on the proposed joint implementation of the CGP.

In this light, may we respectfully request the following personnel to attend the said activity and **serve as writers** for the CGP Session Guide Writing Activity.

NAME	DESIGNATION / POSITION	School	DIVISION
1. Lorena Maria Castillo	Guidance Counselor	Lagro Senior High School	Quezon City
2. Marlon Lalaguna	Master Teacher	Gen. T. De Leon National High School	Valenzuela City

3. Darryl Corea	Guidance Counselor	Quezon City Science High School	Quezon City
4. Isabelita Ceraon	Guidance Designate	Masambong Elementary School	Quezon City

Kindly see **Annex A** for the Indicative Program for your reference.

Travel and other expenses incurred during the activity shall be charged to local funds in accordance with the existing accounting and auditing rules and regulations.

For questions or clarifications, please contact **Mr. Rovin James F. Canja**, Project Development Officer IV, Officer-in-Charge of the BLSS-YFD through blss.lfd@deped.gov.ph or at telephone number (02) 8637-9814.

Earnestly looking forward to your positive response on this matter.

Annex A.

Indicative Program

**Strategic Planning on the Implementation of the Career Guidance Program
August 14-18, 2023**

Day 1: (August 14, 2023) Opening Program		
Time	Activity	Person In-Charge
11:00 a.m. – 02:00 p.m.	<i>Arrival and Registration of Participants</i>	
02:01 p.m. – 02:30 p.m.	Preliminaries National Anthem Prayer Opening Performances	Knowledge Management Team
02:31 p.m. – 02:45 p.m.	Welcome Address	Mr. Rovin James F. Canja Officer-in-Charge Project Development Officer IV BLSS-YFD
02:51 p.m. – 03:00 p.m.	Opening Remarks	Dir. Kenneth Esplana-Alama, PhD Director IV Bureau of Learner Support Services
03:01 p.m. – 03:20 p.m.	Presentation of Activity Objectives	Ms. Clarence Sarmiento Canton Guidance Service Specialist II BLSS-YFD
03:21 p.m. – 03:50 p.m.	Presentation of Program Flow, Expectation Setting and House Rules	Ms. Divina D. David OIC-Assistant Chief Project Development Officer III BLSS-YFD
03:41 p.m. – 04:10 p.m.	Getting to Know You	Ms. Jemalyn Beatriz V. Aceveda Project Development Officer II BLSS-YFD
04:11 p.m. – 04:30 p.m.	Community Dance	Invited Participants
04:31 p.m. – 05:00 p.m.	Announcements and Preparations	<i>To be determined</i>
06:00 p.m. – onwards	<i>Dinner</i>	
Day 2: (August 15, 2023) Plenary Session on Different Topics		
Time	Activity	Person In-Charge
08:01 a.m. – 08:30 a.m.	Preliminaries Nationalistic Song Prayer Exercise Event Rules Safety Protocol Roll Call of Participants	Project Management and Capacity Building Team
08:31 a.m. – 09:30 a.m.	Understanding the Career Guidance Program	Ms. Jona Kristen Valdez Senior Education Program Specialist

		Bureau of Curriculum Development
09:31 a.m. – 10:30 a.m.	NEAP-QAD TA Provision Discussion/Orientation on the Interim Guidelines <ul style="list-style-type: none"> ▪ Developing PD Programs ▪ Standards ▪ Procedures ▪ Forms and Templates ▪ PD Program Detailed Design ▪ Session Guides 	National Educators' Academy of the Philippines
10:31 a.m. – 10:45 a.m.	<i>Health break</i>	
11:46 a.m. – 12:00 noon	Open Forum	Invited Participants
12:01 p.m. – 01:15 p.m.	<i>Lunch Break</i>	
01:15 p.m. – 01:30 p.m.	<i>Afternoon Exercise/ Ice Breaker</i>	
01:30 p.m. – 03:30 p.m.	PD Program Delivery Standards	National Educators' Academy of the Philippines
03:31 p.m. – 04:00 p.m.	<i>Health Break</i>	
04:01 p.m. – 05:15 p.m.	QA and M&E of Programs	National Educators' Academy of the Philippines
05:16 p.m. – 05:30 p.m.	Announcements and Reminders	
06:00 p.m. – onwards	Dinner	
Day 3: (August 16-17, 2023) Workshops and Team Building		
Time	Activity	Person In-Charge
08:01 a.m. – 08:30 a.m.	Preliminaries Nationalistic Song Prayer Exercise Roll Call of Participants	Project Management and Capacity Building Team
08:31 a.m. – 08:50 a.m.	Planning and Instruction for the Workshop Session	National Educators' Academy of the Philippines
08:51 a.m. – 10:00 a.m.	Start of Workshop	Invited Participants
10:01 a.m. – 10:15 a.m.	<i>Health break</i>	
10:16 a.m. – 11:59 a.m.	Continuation of Workshop	Invited Participants

12:00 p.m. – 01:00 p.m.	<i>Lunch Break</i>	
01:01 p.m. – 02:30 p.m.	Continuation of Workshop	Invited Participants
02:31 p.m. – 05:30 p.m.	Presentation and Critiquing of Outputs	Invited Participants
06:00 p.m. – 10:00 p.m.	<i>Dinner and Socials</i>	
Day 4: (August 18, 2023) Interfacing and Closing Program		
Time	Activity	Person In-Charge
08:30 a.m. - 09:00 a.m.	Preliminaries Nationalistic Song Prayer Icebreaker Roll Call of Participants	Knowledge and Management Team
09:01 a.m. – 10:00 a.m.	Presentation of 3-day highlights/ Sharing of insights	
10:31 a.m. - 10:50 a.m.	End-of-Event Participant Evaluation	
10:50 a.m. - 11:00 a.m.	Presentation of Evaluation Results	
11:01 a.m. – 11:40 a.m.	Awarding of Certificates / Photo Opportunity	
11:41 a.m. – 11:59 a.m.	Closing Remarks	Mr. Rovin James F. Canja Officer-in-Charge Project Development Officer IV BLSS-YFD
12:00 p.m. – onwards	Lunch Break and Event Post Evaluation of Technical Working Group	