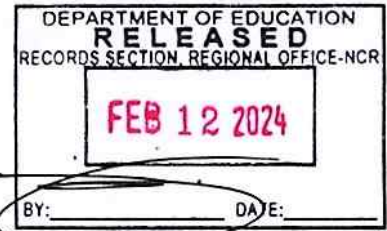




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



MEMORANDUM
ROP No. **086** 2024

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **JOCELYN DR. ANDAYA** 
Director IV

SUBJECT : **CONDUCT OF PSYCHOLOGICAL FIRST AID (PFA) TRAINING WORKSHOP FOR REGION AND SCHOOLS DIVISION NON-TEACHING PERSONEL**

DATE : February 5, 2024

1. The DepEd-National Capital Region will conduct **Psychological First Aid Training Workshop for Region and Schools Division Non-teaching personnel** on March 24-27, 2024, venue to be announced later.
2. Due to the issuance of DepEd Order No. 002, s. 2024 re: **Immediate Removal of Administrative Tasks of Public School Teachers**, non-teaching personnel will be trained to replace the teachers who are performing the aforesaid task.
3. Relative to this, all schools division is allotted eleven (11) participants composed of SDO and school non-teaching personnel. Submit list of participants to Education Support Services Division on or before February 16, 2024.
4. Board and lodging will be shouldered by the Regional Office, charged to Disaster Preparedness and Response Fund (DPRP), while transportation and other miscellaneous expenses of participants can be charged to MOOE/Local/DRRM downloaded funds, subject to the usual accounting and auditing rules and regulations.
5. For any query, please contact Mr. Perlito G. Manalad, Regional DRRM Focal Person at mobile no. 09196262308 or email address perlito.manalad@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.

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