

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023-889

TO : **CHIEFS**
Education Support Services Division
Field Technical Assistance Division
Curriculum And Learning Management Division
ALL OTHERS CONCERNED

FROM : **WILFREDO E. CABRAL, CESO III**
Regional Director

SUBJECT : **FIELD ORIENTATION ON THE GUIDELINES OF CAREER GUIDANCE PROGRAM**

DATE : September 6, 2023

1. Pursuant to the attached Unnumbered Memorandum dated August 31, 2023 from Dr. Dexter A. Galban, Assistant Secretary for Operations re: Field Orientation on the Guidelines of Career Guidance Program, the Office of the Assistant Secretary for Operations (OASOPS), through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), transitioning to Learner Formation Division, in collaboration with the Bureau of Curriculum Development (BCD) will conduct a Field Orientation on the Guidelines of Career Guidance Program (CGP) on September 19-22, 2023, at the St. Giles Hotel, Makati City.

2. The following participants are required to register through <https://tinyurl.com/RegistrationOrientationCGP> not later than September 11, 2023 :

NAME	DESIGNATION
Carla C. Paranis	EPS, FTAD
Roland D. Montes	EPS, CLMD
Gina L. Cruz	SEPS/RYP Coordinator, ESSD

3. Travel expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.
4. Attached is the Indicative Program, for reference.
5. For compliance and immediate dissemination.



Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>

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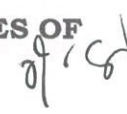
Republic of the Philippines
Department of Education
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS
BUREAU OF LEARNER SUPPORT SERVICES
School Health Division | School Sports Division | Youth Formation Division

OAOPS No. 2023-03-

MEMORANDUM

TO : **Regional Directors Concerned**
Minister, Basic, Higher, and Technical Education, BARMM
Schools Division Superintendents Concerned
Regional Youth Formation Coordinators
Regional Edukasyon sa Pagkakatao Supervisors
Division Career Guidance Program Focal Persons /Supervisors
All Others Concerned

FROM : 
Dr. DEXTER A. GALBAN
Assistant Secretary for Operations

SUBJECT : **FIELD ORIENTATION ON THE GUIDELINES OF**
CAREER GUIDANCE PROGRAM 

DATE : **31 August 2023**

Republic Act No. 10533 known as the Basic Education Act of 2013, highlights that the State is responsible for creating a functional basic education system that will develop productive citizens equipped with the essential competencies, skills, and values for tertiary education, middle-level skills development, employment, entrepreneurship, and lifelong learning.

Rule V of the Implementing Rules and Regulations of the same Act states that the Department of Education (DepEd) is directed to properly guide secondary-level students in choosing career tracks that they intend to pursue by providing them with services/programs that will provide information on career choices towards becoming productive and contributing individuals, through (a) integration of career concepts in the curriculum and relevant learning areas; (b) conduct of career assessments; (c) conduct of regular career advocacy activities; (d) conduct of continuous professionalization and capacity building for guidance counselors, career advocates, and peer facilitators; (e) development or accreditation of training programs on career advocacy; (f) establishment of career advocacy unit and provide adequate office space in high schools; and (g) designation of guidance supervisors at the division level and career advocates at the school level.

In this regard, the Office of the Assistant Secretary for Operations (OASOPS), through the Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD), *transitioning to Learner Formation Division*, in collaboration with the Bureau of Curriculum Development (BCD), will conduct a **Field Orientation on the**

Guidelines of Career Guidance Program (CGP) for Regional Youth Formation Coordinators (RYFCs) and CGP Program Focal Persons/Supervisors on September 19-22, 2023, at St. Giles Hotel, Makati City.

This activity aims to employ knowledge and skills to implementers and focal persons of CGP; provide a structure that classifies focal units, defining authorities, responsibilities, and accountabilities; and provide a foundation for the creation, revision, and finalization of CGP plans, programs, projects, and activities.

Specifically, it aims to:

1. capacitate program focal persons and implementers of CGP;
2. orient participants on CGP-related existing laws such as RA 10533, RA 11206 and RA 9258;
3. provide knowledge and skills necessary for CGP advocates, focal persons, and implementers to take roles in the development of Career-Conscious K-12 Graduates; and
4. develop and finalize CGP training tools necessary for the implementation of the program to learners.

Thus, the OASOPS respectfully requests all personnel listed in **Annex A** to participate in the said event. Moreover, all RYFCs are requested to assist in identifying their regional CGP counterpart or alternate. *A Registered Guidance Counselor, Guidance Counselor, Career Guidance Advocate or someone who has an educational background relating to psychology, guidance counseling, etc. are preferred qualifications for the counterpart or alternate, who may be from the region or division.*

All participants are directed to register through <https://tinyurl.com/RegistrationOrientationCGP> not later than **11 September 2023**. This information will allow the management committee to determine the total number of attendees joining the event.

Travel expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

For confirmation of attendance and other questions or clarifications, your staff may email at blss.lfd@deped.gov.ph or telephone number (02) 8637-9814.

For immediate dissemination and compliance.

All participants are directed to register through

Annex A.

A. Distribution of Participants

PARTICIPANTS	NUMBER OF PAX	REMARKS
Writers	7	Pre-identified by BCD
DepEd Central Office	10	BLSS-YFD (5) NEAP (4) & BCD (2)
Regional Youth Formation Coordinators	17	Pre-identified
Regional CGP Alternate	17	Preferably Registered Guidance Counselor / Guidance Counselor/ Career Advocate
Regional Edukasyon sa Pagpapakatao Supervisors	17	To be determined/selected by respective regions

B. Pre-identified Participants

CGP Session Guide Writers			
NAME	DESIGNATION / POSITION	REGION & DIVISION	SCHOOL
Lorena Maria Castillo	Guidance Counselor	NCR Schools Division Office (SDO) of Quezon City	Lagro Senior High School
Darryl Correa	Guidance Counselor		Quezon City Science High School
Isabelita Ceraon	Guidance Designate		Masambong Elementary School
Mariz P. Borgoñoz-Pales	Guidance Counselor	R IV-A SDO Laguna	Liliw National High School
Bernadette Lejarde	Guidance Coordinator	R III SDO Pampanga	N/A
Jun Victor F. Bactan	Principal II	R VI SDO Iloilo	San Rafael National High School
Melanie O. Mandin	Senior Education Program Specialist	R XI SDO Davao del Norte	N/A

DepEd Central Office		
Office	Name	Position/Designation
LFD	Rovin James F. Canja	OIC-Chief
LFD	Divina D. David	OIC-Assistant Chief
LFD	Clarence S. Canton	Guidance Services Specialist II
BCD	Samuel R. Soliven, PhD	Director III
BCD	Jona Kristen M. Valdez, RGC	Senior Education Program Specialist
NEAP	Millie Jane Fudolig, RGC	Senior Education Specialist
NEAP	Mark Alvin Cruz	Senior Education Program Specialist
LFD	Clare Michelle I. Paclibar	Project Development Officer II
LFD	Jemalyn Beatriz V. Aceveda	Project Development Officer II
LFD	Matt Gaven Matibag	Project Development Officer II
Regional Youth Formation Coordinators		
REGION	NAME	POSITION/DESIGNATION
1	Darius Nieto	Project Development Officer IV
2	Ferdinand C. Narciso	Project Development Officer IV
3	Ginno Jhep A Pacquing	Project Development Officer IV
4A	Wilbert Ulpindo	Project Development Officer II
4B	Liza Marie Victoria M. Dillena	Project Development Officer IV
5	Maria Cristina G. Baroso	Project Development Officer IV
6	Ma. Lira Cynthia B. Quejada	Project Development Officer IV
7	<i>To be determined</i>	
8	Eden Dadap	Project Development Officer IV
9	Rowena B. Balsamo	Project Development Officer IV
10	Michael Dave Tan	Education Program Supervisor
11	Warlito E. Hua	Chief Education Supervisor
12	Ismael N. Ngitngit, Jr.	Project Development Officer IV
BARM	Alanisa M. Bantuas	Secondary School Teacher I
CAR	Mayclaime Jimenez	Project Development Officer IV
CARAGA	Adrilene Mae J. Castaños	Project Development Officer IV
NCR	Gina Lopez Cruz	Senior Education Program Supervisor

Annex B.**INDICATIVE PROGRAM****Field Orientation on the Guidelines of Career Guidance Program for
Regional Youth Formation Coordinators and CGP Program****Focal Persons/ Supervisors***September 19-22, 2023 | St. Giles Hotel, Makati City*

Day 1: (September 19, 2023) Opening Program		
Time	Activity	Person In-Charge
11:00 a.m. – 02:00 p.m.	Arrival and Registration of Participants	
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, Chief Project Development Officer IV BLSS-YFD
02:51 p.m. – 03:00 p.m.	Opening Remarks	Dir. Nenneth Esplana- Alama 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	To be determined
06:00 p.m. – onwards	Dinner	
Day 2: (September 20, 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 and its Impact and Significance on the Learner Formation Program, Projects and Activities	Mr. Rovin James F. Canja Officer-in-Charge, Chief Project Development Officer IV BLSS-YFD

09:31 a.m. – 10:30 a.m.	Overview of the Career Guidance Program (CGP)	Ms. Jona Kristen Valdez Senior Education Program Specialist Bureau of Curriculum Development
10:31 a.m. – 10:45 a.m.	Health break	
10:46 a.m. – 11:45 a.m.	Glimpse on DepEd CGP Guidelines and Materials	Ms. Jona Kristen Valdez Senior Education Program Specialist Bureau of Curriculum Development
11:46 a.m. – 12:00 noon	Open Forum	Invited Participants
12:01 p.m. – 01:15 p.m.	Lunch Break	
01:15 p.m. – 01:30 p.m.	Afternoon Exercise/ Ice Breaker	
01:30 p.m. – 02:30 p.m.	Career Guidance Program Plan (RYFCs, CGP alternates, Esp Supervisors)	Ms. Divina D. David OIC-Assistant Chief Project Development Officer III BLSS-YFD
02:31 p.m. – 4:30 p.m.	Workshop: Creation of a Comprehensive Plan for the Career Guidance Program (incl. Open Forum) cum FGD on Career Advocacy Program (RYFCs, CGP alternates, Esp Supervisors)	Ms. Jemalyn Beatriz V. Aceveda Project Development Officer II BLSS-YFD Invited Participants
04:31 p.m. – 05:00 p.m.	Presentation of Output and Critiquing	Invited Participants
06:00 p.m. – onwards	Dinner	
Day 3: (September 21, 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. – 09:30 a.m.	Continuation of Presentation and Critiquing of the Career Guidance Comprehensive Plan (Career Advocacy)	Invited Participants
09:31 a.m. – 10:00 a.m.	Incorporating and Mapping of CGP topics, life skills, legal bases and mental health concepts to YFD PPAs. - Developing the Career Conscious K-12 Graduate through the Delivery Systems	Ms. Jona Kristen Valdez Senior Education Program Specialist Bureau of Curriculum Development
10:01 a.m. – 10:15 a.m.	Health break	
10:16 a.m. – 11:59 a.m.	Workshop: Incorporating and Mapping of CGP topics, life skills, legal bases and mental health concepts to YFD PPAs	
12:00 p.m. – 01:00 p.m.	Lunch Break	
01:01 p.m. – 5:59 p.m.	Continuation of Workshop and Presentation and Critiquing of Outputs	Invited Participants

06:00 p.m. – 10:00 p.m.	Dinner / Socials Night	
Day 4: (September 22, 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	Project Management and Capacity Building Team
09:01 a.m. – 12:00 Noon	PLENARY: Presentation of 3-day highlights/ Sharing of insights/ Critiquing	
Lunch Break		
01:00 – 4:15 p.m.	Certification/Assessment	
4:16 p.m. – 4:25 p.m.	Closing Remarks	Mr. Rovin James F. Canja Officer-in-Charge, Chief Project Development Officer IV BLSS-YFD
4:26 p.m. – 4:30 p.m.	Post-Evaluation of Participants/	
4:30 p.m. - onwards	Break and Event Post Evaluation of Technical Working Group Dinner	
Day 5: (September 23, 2023)		
Time	Activity	Person In-Charge
08:30 a.m. – 11:00 a.m.	Closing Program Awarding of Certificates Submission of digital outputs Roll Call of Participants	BLSS-YFD, BCD and NEAP Project Management and Capacity Building Team c/o Ms. Clare Paclibar
12:00 Noon - onwards	Check-out/ HOME SWEET HOME	