



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2024- 739

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
SDO Quezon City
SDO Marikina City
ESSD Chief- DepEd NCR

FROM : **OFFICE OF THE REGIONAL DIRECTOR**

SUBJECT : **CONDUCT OF IMPLEMENTATION REVIEW FOR THE SCHOOL MENTAL HEALTH AND OTHER RELATED HEALTH PROGRAMS**

DATE : **July 24, 2024**

1. Attached is Memorandum DM- OUOPS- 2024- 09-05776 dated July 15, 2024, signed by Atty. Revsee A. Escobedo, Undersecretary for Operations titled “Conduct of Implementation Review for the School Mental Health and other related Health Programs” to be conducted on July 29- August 2, 2024, at DepEd Ecotech, Lahug, Cebu City.

2. In this connection, the following School Health Personnel are requested to attend:

Name	Designation	RO/SDO
Merlino M. Mateo, DMD	Dentist III	Dep-Ed NCR
Dante D. Nacpil, MD	Medical Officer III	SDO- Quezon City
Jose S. Trinidad Jr., MD	Medical Officer III	SDO- Quezon City
Minalyn S. Morante	Technical Assistant II	DepEd- NCR
Gemi Ann C. Gavasan	Nurse III	SDO- Quezon City
Leonora Evangelista	Nurse III	SDO- Quezon City
Maria Rowena P. Garcia	Nurse III	SDO- Quezon City
Jayson O. Lim	Nurse II	SDO- Quezon City
Rona Ellein M. Galo	Nurse II	SDO- Marikina City
Maria Ailen D. Padilla	Nurse II	SDO- Quezon City

3. All participants are expected to complete the Pre-registration Form through this link: <https://bit.ly/SHDLSPMidPIR2024> on or before July 25, 2024.



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Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 1





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4. Travel expenses shall be charged to the funds downloaded by BLSS-SHD to the Regional Office for this activity, subject to the usual accounting and auditing rules and regulations.
5. For any queries or clarifications, kindly contact Dr. Connie P. Gepanayao, MD, Medical Officer IV- School Health and Nutrition Unit through email at hnu.ncr@deped.gov.ph or cellphone number 09189411154.
6. Immediate dissemination of this Memorandum is desired.


JOCELYN DR. ANDAYA
Director IV



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024-09-05776

TO : **REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER**
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED

FROM : **ATTY. REVSEE A. ESCOBEDO**
Undersecretary for Operations

SUBJECT : **CONDUCT OF IMPLEMENTATION REVIEW FOR THE SCHOOL MENTAL HEALTH AND OTHER RELATED HEALTH PROGRAMS**

DATE : July 15, 2024

The Department of Education (DepEd), through its mandate under Republic Act 11036 or the *Mental Health Act*, is implementing the School Mental Health Program (SMHP) to strengthen the mental health and well-being of learners. The SMHP, coordinated by the Bureau of Learner Support Services School Health Division (BLSS-SHD), involves the implementation and facilitation of various mental health promotion projects and activities including mental health and psychosocial support (MHPSS) services.

Accordingly, the BLSS-SHD acknowledges the significance of enabling systems such as timely monitoring and evaluation (M&E) of projects and activities that strengthen and ensure sustainability of the SMHP.

In line with this, the BLSS-SHD shall **conduct the implementation review of the SMHP and other related health programs from July 29 to August 2, 2024, at DepEd Ecotech Center, Cebu City**. The objectives of the activity are as follows:

- Present and review Physical and Financial Accomplishments for 2023-2024 across Governance Levels;
- Present and identify existing practices, gaps and challenges, and best practices of field offices;
- Conduct Orientations or Learning Sessions on Project Management, Team Collaboration and Coordination and/or Communications; and
- Draft Action Plans for remaining activities and identified challenges.

For further details regarding the indicative Program of Activities, refer to **Annex A**. With this, **coordinators of school health programs from Regional Offices (ROs) and Schools Division Offices (SDOs) are invited to attend the workshop**. Target participants are coordinators with experience in managing and monitoring the programs, and who can actively participate in and provide substantial input to the activities. All coordinators from the ROs are invited. ROs are expected to identify and



coordinate with their SDOs their selected SDO participants. All participants are expected to complete the Pre-registration Form through this link: <https://bit.ly/SHDLSPMidPIR2024> on/or before July 25, 2024.

For a complete list of the RO and SDO participant slots per region, refer to **Annex B**.

More details and information about the activity's conduct shall be provided through subsequent advisories from the BLSS-Office of the Director, as needed.

Travel expenses shall be charged to the funds downloaded by BLSS-SHD to the ROs for this activity (for DepEd regional field participants) or to the office local funds (for the BARMM participants), subject to the usual accounting and auditing rules and regulations. ROs are requested to augment for travel expenses as needed.

Offices concerned are requested to grant compensatory time-off (CTO) to participating personnel, **as applicable**, computed against the actual days that they participate in the activity, in accordance with existing Civil Service Commission rules and regulations. Grant of CTO may be applicable to situations such as when personnel need to travel a day before the opening (Sunday) or a day after the closing (Saturday) due to the availability of flights, or when a day or some days within the duration of the activity fall/s under (a) [local] holiday(s).

For any queries or clarifications, **Ms. Amina Aisa Boncales**, *Technical Assistant II*, through email at blss.shd@deped.gov.ph cc: amina.boncales@deped.gov.ph.

For appropriate action. Thank you.

[BLSS-SHD/AAB]

Annex A

**INDICATIVE PROGRAM OF ACTIVITIES* FOR THE CONDUCT OF
IMPLEMENTATION REVIEW FOR THE SCHOOL MENTAL HEALTH AND OTHER
RELATED HEALTH PROGRAMS**

**July 29 – August 2, 2024
DepEd Ecotech Center, Cebu City**

SCHEDULE	TIME	ACTIVITY	ACTIVITY DESCRIPTION	IN-CHARGE
July 29 - Day 1: Travel of Participants and Opening				
AM	-	Travel and Arrival of Participants	-	PMT
NN	LUNCH BREAK			
PM	2:30 - 3:00	Preliminaries	-	
		Opening Remarks		DSGM, BLSS-OD
		Message of Support		ADG, OASOPS
		Inspirational Message		URE, OUOPS
	3:00 - 3:15	BREAK TIME		
	3:15 - 5:00	Agenda & Setting of Expectations		BLSS-SHD
July 30 - DAY 2: Orientations on Project Management, Collaboration, and Self-management				
AM	8:00 - 8:30	Preliminaries		Host
	8:30 - 12:00	Discussion and session on Work-related Stress Management	Session on managing work-related stress for better PPA implementation	RP
	10:00 - 10:15	BREAK TIME		
NN	LUNCH BREAK			
PM	1:00 - 5:00	Discussion and session on Effective Teamwork and Work Management	Session on teamwork and work management for better PPA implementation	RP
	3:00 - 3:15	BREAK TIME		
July 31 - DAY 3: Program Implementation Assessment and Planning				
AM	8:00 - 8:30	Preliminaries		Host
	8:30 - 9:30	Orientation on Program Management in DepEd	Orient health personnel on the process of Program Management in DepEd	PS-PPD
	9:30 - 10:00	Orientation on Financial Life Cycle and Processes in DepEd	Orient health personnel on the financial life cycle in DepEd	FS-EPMO
	10:00 - 10:15	BREAK TIME		
	10:15 - 11:15	Open Forum		Host, PS-PPD, FS EPMO
	11:15 - 12:00	Orientation on Drafting Implementation and Accomplishment Reports FY 2023-2024	Discuss instructions in preparing implementation and accomplishment reports	SHD & PS-PPD
NN	LUNCH BREAK			
PM	1:00 - 5:00	Workshop on Drafting Implementation and Accomplishment Reports FY 2023-2024	Draft and/or finalize implementation and accomplishment reports	SHD & PS-PPD

	3:00 - 3:15	BREAK TIME		
August 1 - Day 4: Implementation Progress, Accomplishment Status, and Challenges				
AM	8:00 - 8:30	Preliminaries		Host
	8:30 - 9:30	Overview of SHD Programs and KPIs	Provide overview on the various SHD PPAs and their main performance indicators	MCD, BLSS-SHD
	9:30 - 10:00	Overview of SHD's Integrated Theory of Change	Present the draft integrated Theory of Change for School Health Programs	TA for M&E, BLSS-SHD
	10:00 - 10:15	BREAK TIME		
	10:00 - 10:30	Presentation of SHD's PPA Implementation Status, Physical and Financial Accomplishments FY 2023-2024, and Best Practices	Present progress status and achievements of CO-SHD PPAs	SHPO, BLSS-SHD
	10:30 - 12:00	Presentation of Field Offices Consolidated PPA Implementation Status, Physical and Financial Accomplishments FY 2023-2024, and Best Practices and Challenges	Present progress status, achievements, and best practices of FO-SH PPAs	Field Office Coordinators
NN	LUNCH BREAK			
PM	1:00 - 2:00	Continuation of the Presentation of Field Offices Consolidated PPA Implementation Status, Physical and Financial Accomplishments FY 2023-2024, and Best Practices and Challenges	Present progress status, achievements, and best practices of FO-SH PPAs	Field Office Coordinators
	3:00 - 3:15	BREAK TIME		
	2:00 - 5:00	Workshop on Proposed Action Plans for Implementation and Addressing Challenges	Draft and present proposed action plans for SH PPAs	Field Office Coordinators
August 2 - Day 5: Closing and Ways Forward				
AM	9:00 - 9:15	Preliminaries	-	Host
	9:15 - 10:15	Summary and Conclusion of Activity	Discuss outputs on planning and ways forward for program implementation	BLSS-SHD
	10:15 - 10:45	Ways Forward		BLSS-SHD
	10:45 - 11:00	Closing Remarks	-	MCD / DSGM
	11:00 - 11:30	Recognitions and Certificates	-	Host
	11:30 onwards	Departure	-	

**Subject to change without prior notice*

ANNEX B.

SLOTS FOR FIELD OFFICE PARTICIPANTS

REGION / OFFICE	DESIGNATIONS OF TARGET PARTICIPANTS	NO. OF SLOTS
Region I	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	10
Region II	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	7
Region III	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	13
Region IV-A	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	15
Region IV-B	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	5
Region V	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	10
Region VI	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	13
Region VII	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	14
Region VIII	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	10
Region IX	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	6
Region X	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	11
Region XI	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	8
Region XII	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	6
CAR	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	6
CARAGA	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	9
NCR	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	12
BARMM	Mental Health, Adolescent Reproductive Health, National Drug Education Program, and Medical, Dental, Nursing, and Nutrition Services Coordinators	8