



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division Office of Negros oriental

**Office of the Schools Division
Superintendent**

11 JUL 2022

DIVISION MEMORANDUM

No. 548, s. 2022

**CAPACITY BUILDING OF GENDER RESPONSIVE HOMEROOM GUIDANCE AND
CAREER GUIDANCE COORDINATORS ON HOMEROOM GUIDANCE AND CAREER
GUIDANCE PROGRAM POLICIES**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Division Education Program Supervisors & Division Coordinators
Public Schools District Supervisors/ District In-Charge
Elementary and Secondary School Heads
Homeroom Guidance District Coordinators (Elem & Sec)
All Others Concerned


1. The Schools Division of Negros Oriental will conduct a Capacity Building of Gender Responsive Homeroom Guidance and Career Guidance Coordinators on Homeroom Guidance and Career Guidance Program Policies on **July 20-23, 2022** with the following participants and venue/platform:

DATE/TIME	PARTICIPANTS	VENUE/PALTFORM
JULY 20-23, 2022	GUIDANCE COUNSELORS CORE TEAM AND TECHNICAL WORKING GROUP	PLAZA MARIA LUISA SUITES INN, DGTE. CITY
JULY 21, 2022	ELEMENTARY (KINDER-GRADE 6) HOMEROOM GUIDANCE IMPLEMENTERS AND COORDINATORS	MS TEAMS (LINKS WILL BE COURSED THRU THE PSDSs)
JULY 22, 2022	JUNIOR HIGH SCHOOL (G7-G10) HOMEROOM GUIDANCE AND CAREER GUIDANCE IMPLEMENTERS & COORDINATORS	MS TEAMS (LINKS WILL BE COURSED THRU THE PSDSs)
JULY 23, 2022	SENIOR HIGH SCHOOL (G7-G10) HOMEROOM GUIDANCE AND CAREER GUIDANCE IMPLEMENTERS & COORDINATORS	MS TEAMS (LINKS WILL BE COURSED THRU THE PSDSs)



Address:Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.:(035)225-2838 / 225-0667 / 422-7644
Email Address:negros.oriental@deped.gov.ph

2. Participants are directed to use MS Teams application using their 0365 accounts. Search for **NEGOR HOMEROOM GUIDANCE PROGRAM (HGP)** team and locate video conference titled "2022 Capacity Building on HG and CGP Policies" under "General" for the virtual conference.
3. Members of the Homeroom Guidance Core Group and Technical Working Group (TWG) (pls see enclosure) are directed to convene at Plaza Maria Luisa Suites Inn on July 20-23, 2022 for the facilitation of the above-mentioned activity.
4. Food and accommodations, materials and venue of workshop for the facilitators (HGP Core Group Members and TWG) shall be charged to GAD 2022 funds, while travelling and other incidental expenses of the participants and facilitators shall be charged to School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
5. Furthermore, teacher participants (Members of the Technical Working Group) are entitled to a **four (4) day Service Credits (July 20-23, 2022), while non-teaching personnel (member of the TWG) are entitled to a one (1) -day Compensatory Overtime Credit (Saturday July 23, 2022)**, per DepEd Order No. 53, s. 2003- Updated Guidelines on Grant of Vacation Service Credits to Teachers, and Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 02, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered, specifically under the provision in no. 5.3 letter C *"work related to school graduation/registration where the additional work cannot be handled by existing personnel during regular hours"*, the said activity cannot be further moved on the Monday since it is already the start of the enrollment period as per DepEd Order No.034, s. 2022 " School Calendar and Activities for Sy 2022-2023".
6. For Technical Assistance you may contact Ms. Iryll through (035) 225-6180.
7. For the information and compliance of all concerned.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent
7/19/22

**CAPACITY BUILDING OF GENDER RESPONSIVE HOMEROOM GUIDANCE AND
CAREER GUIDANCE COORDINATORS ON HOMEROOM GUIDANCE AND CAREER
GUIDANCE PROGRAM POLICIES**

July 20-23, 2022

Facilitators: Plaza Maria Luisa Suites Inn/ MS TEAMS

HGP CORE TEAM MEMBERS

CONSULTANTS	
MR. SENEN PRISCILLO P. PAULIN, CESO V	SDS
DR. NILITA L. RAGAY	OIC-ASDS
DR. JOELYZA M. ARCILLA	OIC-ASDS
DR. MARCELO K. PALISPIS	OIC-ASDS
DR. RACHEL B. PICARDAL	CHIEF, SGOD

LEARNING FACILITATORS/ TECHNICAL WORKING GROUP	
IRYLL MAE S. MACAHIG	SEPS- HRDS DIVISION GUIDANCE COORDINATOR
ROSYL GERALDINE M. PARTOSA, RGC	GUIDANCE SPECIALIST II- SAN JOSE DISTRICT HG MODULE WRITER
KATHLEEN D. OMOSO, RGC	GUIDANCE SPECIALIST I- SIBULAN 1 DISTRICT
MILAGROS V. ENOG, RGC	GUIDANCE COUNSELOR II- BACONG DISTRICT
MARICHYLE P. LAJATO	GUIDANCE COUNSELOR I- NOHS

MARIA JEZREELA R. KINKITO	GUIDANCE COUNSELOR I- SIATON 2 DISTRICT
MARY JUDITH R. CUEVAS	GUIDANCE COUNSELOR I- DAUIN DISTRICT
PELLUCHIE S. MANILA	GUIDANCE COUNSELOR I- VALENCIA DISTRICT
DAVI JOY P. GOMEZ	GUIDANCE COUNSELOR I- STA. CATALINA 1 DISTRICT
JONALYN A. TOLETE	GUIDANCE COUNSELOR I- MANJUYOD 2 DISTRICT
DR. CARMELITA A. ALCALA	DIVISION OFFICE
REMYLIN V. GAOGAO	ITO- DIVISION OFFICE
NINONITO D. DIVINO	ICT SECTION
ROY CADINAS	DIVISION OFFICE
LARY K, GAITERA	SIATON 3 DISTRICT
CLINT D. NOBLEFRANCA	AYUNGON 2 DISTRICT
DR. GERALDINE B. OLMILLO	AYUNGON 2 DISTRICT
DR. KARL T. CREDO	DIVISION OFFICE
MR. DENNIS CHARL F. ANDLAJAO	DIVISION OFFICE
DR. REGINA CLARINA E. EMPESO	DIVISION OFFICE