



Republic of the Philippines  
**Department of Education**  
REGION XIII – CARAGA  
SCHOOLS DIVISION OFFICE OF SURIGAO CITY

January 20, 2020

**DIVISION MEMORANDUM**

No. 24, s. 2020

**3-DAY CAPACITY BUILDING FOR PEER FACILITATORS AND GUIDANCE SUPPORT  
STAFF/COUNSELOR ON COACHING SKILLS AND ON PREVENTION OF MENTAL HEALTH ISSUES  
IN THE SCHOOL THROUGH PSYCHOLOGICAL FIRST AID**

TO : Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Secondary School Heads and Principals  
Private Schools Administrators/ High School Principals  
This Division



1. The field is hereby informed of the conduct of the a three (3) day Capacity Building for Peer Facilitators and Guidance Support Staff on Coaching Skills and Prevention Of Mental Health Issues in the School Through Psychological First Aid on January 29-31, 2020 at Mt. Bagarabon Resort, Brgy. Mabua, Surigao City.
2. This activity aims to:
  - 2.1. promote awareness on the current trends and issues involving the youth today - physical, mental, psychosocial and sexual health;
  - 2.2. equip the participants the required knowledge, attitudes, values and skills about adolescent health and youth development to better facilitate and effectively implement the mandated programs and projects for the learners;
  - 2.3. appreciate the essential roles of the Guidance Support Staff and being a Peer Facilitator President for the effective implementation of the Peer Facilitator Programs and activities;
  - 2.4. develop action plan to duly institutionalize the Career Guidance Program and Counseling/Coaching activities through the Peer Facilitator Programs and DepEd mandates relative to CGP and Mental Health Awareness and other related activities.
3. The participants to this conference are the Guidance Support Staff Designate, Peer Facilitator Presidents of Secondary Schools and TWG /facilitators.
4. The expenses for this activity chargeable against Human Resource Training and Development (HRTD) Fund attributed to GAD while fare of the peer facilitators and Guidance Support Staff/Counselors will be charged to School MOOE or any Local Funds of the school subject to the usual accounting and auditing rules and regulations.
5. However, for Private School Peer Facilitator Presidents and Guidance Counselors/Guidance Advocates who will be joining will pay for meals and snacks (250/day) for three (3) days and accommodation for 1 day (Php 400.00) directly paid to the management of Mt. Bagarabon Hotel and Resort.
6. No Peer Facilitator Presidents will join without the approved parent's consent.
7. See attachments of this Memorandum: List of Participants (1); Approved Training Matrix (2); List of Technical Working Group (3); and Parental Consent
8. Immediate and wide dissemination of this Memorandum is desired.

**KAREN L. GALANIDA, PhD, CESO VI**  
Schools Division Superintendent

**List of Participants**  
**School Peer Facilitators Presidents**

<b>District</b>	<b>School</b>	<b>PFC President</b>	<b>Guidance Support/Peer Facilitator Coordinator</b>
I	Day-asan NHS	May Ann Astronomo	Ma. Cristy Arcamo Monreynard Cortes
I	San Jose NHS	Jay Borimbao	
II	Lipata NHS	Sundry Flores	
III	Alegria NHS	<i>Elizabeth Maquinano</i>	
III	Caraga Reg'1 SHS	Katrina Angelie Ruperez	
IV	Cantiasay NHS	Rose Ann Lesaca	
IV	WD Rafols Mem. NHS	Ben Borja	
V	Capalayan NHS	<i>(No name submitted)</i>	Mr. Jomar Mante
V	Nonoc NHS	<i>Mary Ann Muyrong</i>	Arnez Paul Dotillos
V	Talisay NHS	<i>Ronie Boy Gayoso</i>	
VI	Ipil NHS	Jode David	
VI	Rizal NHS	Antoniette Netro	
VII	Anomar NHS	Julgie Gallanoza	
VII	Cabrera- Altres NHS	John Paul Magna-ong	
VII	JP Cedro Mem. NHS	<i>(No name submitted)</i>	
VIII	Surigao City NHS	Janna Germano	
IX	Libuc NHS	Ana Comendador	
IX	Taft NHS	Domenic Wilson Lim	
X	PA Bernaldez Mem. NHS	Elezabeth Maquinano	
X	Manjagao NHS	Riu Pagangpang	
X	Mat-i NHS	Annie Jane Pontijos	
Private School	SPUS	Lady Dannarey Chato	
Private School	SEC	Gebriel Jane Taray	
Private School	NEMCO	John Mark Tarepe	
Private School	STI	Ezra Angelo Lumpay	
Private School	SJTIT		

**List of Participants**  
**School Guidance Support Staff /TWG**

<b>District</b>	<b>School</b>	<b>Name</b>
I	Day-asan Nat'l High School	Monreynard Cortes Ma. Cristy Arcamo
I	San Jose Nat'l High School	
II	Lipata Nat'l High School	Grace Rojo
III	Alegria Nat'l High School	
III	Caraga Reg'l Science High School	
IV	Cantiasay Nat'l High School	
IV	WD Rafols Mem. Nat'l High School	
V	Capalayan Nat'l High School	
V	Nonoc Nat'l High School	
V	Talisay Nat'l High School	
VI	Ipil Nat'l High School	
VI	Rizal Nat'l High School	
VII	Anomar Nat'l High School	
VII	Cabrera- Altres Nat'l High School	
VII	JP Cedro Mem. Nat'l High School	
VIII	Surigao City Nat'l High School	
IX	Libuc Nat'l High School	
IX	Taft Nat'l High School	
X	PA Bernaldez Mem. Nat'l High School	
X	Manjagao Nat'l High School	
X	Mat-i Nat'l High School	
Private School	St. Paul University Surigao	
Private School	Surigao Education Center	
Private School	NEMCO	
Private School	STI	
Private School	St. Jude Thaddeus Institute of Technology	





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**PARENT'S CONSENT**

\_\_\_\_\_ Date

This is to certify that I \_\_\_\_\_ (*parent/ guardian*) allow my son/ daughter \_\_\_\_\_ (*name of student*) to join the 3-Day Capacity Building for Peer Facilitators and Guidance Support Staff/ Counselor on Coaching Skills and on Prevention of Mental Health Issues in the School Through Psychological First Aid to be held at Mt. Bagarabon Resort, Brgy. Mabua, Surigao City on January 29-31, 2020.

Furthermore, I considered the benefits my son/ daughter will derived from his/ her participation in the activity provided that due care and precaution will be observed to ensure the comfort and safety of my son/ daughter and that the faculty/ staff of \_\_\_\_\_ (*name of teacher*) of \_\_\_\_\_ (*name of school*) may not be held responsible for an untoward incident that may happen beyond their control.

Signed this \_\_\_\_\_ day of January, 2020 at Surigao City, Surigao del Norte, Philippines.

\_\_\_\_\_  
Name and Signature of the Parent/ Guardian