



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

July 8, 2020

DIVISION MEMORANDUM  
 NO 125 s. 2020

DIVISION ROLL OUT Webinar on Living A New Normal Life In The Time Of Covid-19  
 For Teachers

TO: Assistant Schools Division Superintendent  
 Chief, Curriculum Implementation Division  
 Chief, Schools Governance & Operation Division  
 Public Schools District Supervisors  
 Elementary and Secondary School Heads  
 Elementary and Secondary Teachers  
 This Division

1. Please be informed that the **Division Roll Out Webinar on Living a New Normal Life in the Time of COVID-19** will be conducted to the Teachers of the 10 Districts by Cluster on the following dates:

CLUSTER	PARTICIPANTS	DATES
I	Module writers: <ul style="list-style-type: none"> <li>• One (1) Guidance Support Staff designate from every school (both Elementary and Secondary),</li> <li>• One (1) Mental Health Advocate from every school (both Elementary and Secondary),</li> <li>• One (1) representative per grade level (Kindergarten-grade 12) from every district</li> </ul>	July 29-31, 2020
II	Teachers I-III –Districts 1 and 2	August 6-7, 2020
III	Teachers I-III- Districts 3,4 and Secondary teachers I-III of District 8	August 13-14, 2020
IV	Teachers I-III – Districts 5 ,6 and Elementary Teachers of District 8	September 24-25, 2020
V	Teachers I-III- districts 7,9 and 10	September 29-30, 2020





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2. Cluster 1 participants are the module writers for the Psychological First Aid modules to be used for the learners from kindergarten to Grade 12. Public School District Supervisors are requested to choose one (1) teacher representative per grade level (kindergarten-Grade 12) per district for cluster 1.
3. The participants are required to register and confirm their attendance online using DepEd email thru this link: [bit.ly/depedsnewnormalregistration](https://bit.ly/depedsnewnormalregistration). Only one email address shall be used per registration.
4. Participants are requested to observe the following:
  - 4.1 Choose a place that is quiet and free from disturbance and with enough space for movement.
  - 4.2 Prepare bond paper, ball pen, pencil, crayons and scissors for the activities.
  - 4.3 Health breaks will be observed; however, it is advised that water and snacks be prepared within reach to avoid missing slide presentations and important points from the webinar.
5. A quiz will be given at the end of the day's session.
6. After the webinar, participants are requested to accomplish an online evaluation.
7. The Public Schools District Supervisors and School Heads are enjoined to require all Teachers I to III to actively join in this online capacity building.
8. Wide and immediate dissemination of this memorandum is highly recommended.
9. For information, guidance and compliance.

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



**Living a New Normal Life in the Time of Covid 19**  
Activity Matrix

**Day 1                      JULY 29, 2020**

<b>Time</b>	<b>Start</b>	<b>End</b>	<b>Duration</b>	<b>Particulars</b>	<b>Resource Person</b>
	8:00	8:05	0:05	Welcome Message	FLORENCE E. ALMADEN, CESE ASDS
	8:05	8:10	0:05	Acknowledgment of Participants	
	8:10	8:15	0:05	Message	KAREN L. GALANIDA, PhD, CESO VI SDS
<b>Webinar Proper</b>					
	8:15	9:15	1:00	Understanding Covid-19	IRENITA BALABA Nurse
	9:15	9:20	0:05	Break	
	9:20	9:30	0:10	Introduction to DASS	JOBIE G. PONGCOL PDO I
	9:30	12:00	2:30	Introduction and Validating and Normalizing Feelings	DR. ROWENA L. SALAS, RPsy. RPm, RGC Division Guidance Coordinator
	12:00	13:00	1:00	Lunch Break	
	13:00	14:00	1:00	Calming Down and Controlling One's Emotion	DR. ROWENA L. SALAS, RPsy. RPm, RGC Division Guidance Coordinator
	14:00	15:30	1:30	Seeking Solutions and Social Support	ENGR. JOHNMARK GORGONIO PDO II
	15:30	17:00	1:30	Focusing on Positive Activities	JOBIE G. PONGCOL PDO I
	17:00	17:30	0:30	Exit Quiz for Day 1 and Online Eval	

**Day 2                      JULY 30, 2020**

	8:00	12:00	4:00	Identifying and Addressing Needs Sources of Strength	ENGR. JOHNMARK GORGONIO PDO II
	12:00	13:00	1:00	Lunch Break	
	13:00	14:00	1:00	Managing Physical Reactions	JOBIE G. PONGCOL PDO I
	14:00	15:00	1:00	Managing Thoughts and Emotions	
	15:00	16:00	1:00	Moving Forward	DR. ROWENA L. SALAS, RPsy. RPm, RGC Division Guidance Coordinator
	16:00	16:30	0:30	Urban Container Gardening	JOSEPHINE L. BUENO PDO I
	16:30	17:00	0:30	Exit Quiz for Day 2 and Online Eval	

**Day 3**                      **JULY 31, 2020**

8:00	8:30	0:30	Workshop Overview	DR. ROWENA L. SALAS, RPsy. Rpm, RGC Division Guidance Coordinator
8:30	9:45	1:15	Learning Resources General Specifications	PAUL ANDREW A. TREMEDAL PDO II
9:45	10:00	0:15	Break	
10:00	11:45	1:45	Roles in Basic Designing	PAUL ANDREW A. TREMEDAL PDO II
11:45	12:00	0:15	Clarifications	
12:00	13:00	1:00	Lunch Break	
13:00	14:30	1:30	Overview of Learning Resource Procedure	DR. NOEMI D. LIM
14:30	15:30	1:00	General Referencing and Meta Data	LAARNI MICAYAS
15:30	16:00	0:30	Questions/Queries	
16:00	16:30	0:30	Exit Quiz for Day 3 and Online Evaluation	
16:30	17:00	0:30	Closing	