



Republic of the Philippines
Department of Education
Caraga Administrative Region

Schools Division Office of Surigao City

Roxas St., CV Diez MCES Compound, Brgy. Washington, Surigao City
Telefax: (086) 826-3075; Tel Nos. (086) 826-8931, 826-1268



October 4, 2019

DIVISION MEMORANDUM

No. 311 s. 2019



**2019 DIVISION CAREER GUIDANCE PROGRAM (CGP) CULMINATION
CUM OBSERVANCE OF MENTAL HEALTH AWARENESS WEEK**

**To: Assistant Schools Division Superintendent
Schools Governance and Operation Division Chief
Curriculum Implementation Division Chief
Education Program Supervisors
Public Schools District Supervisors
Public and Private School Administrators and Schools Heads**

1. Per mandate of RA 10533, the Division of Surigao City will implement effectively the different activities of Career Guidance Program, one of which is Division Wide Career Guidance Program as ordered by RA 10533, DepEd Order No. 25, 2. 2013, DepEd Order No. 41, s. 2015 and DepEd Order No. 161 and DepEd Order No. 165 s. 2017. As mandated, the week-long activity is annually done with in the months of July- October.
2. DepEd Memorandum No. 148, s. 2018 otherwise known as the Observance of the National Mental Health Week and the World Mental Health Day, pursuant to Presidential Proclamation No. 452, s. 1994 entitled Declaring Second Week of October of every year as National Mental Health Week.
3. Adherence to the two mandated events there will be a Division wide Joint Celebration on the Career Guidance Week Culmination Program cum Observance of Mental Health Week on October 11, 2019.
4. During the Schools Heads and Guidance Support/Career Advocates Meetings the following activities were accorded in relation to the said events:

Activity	Date & Time	Venue	Participants
1. Orientation and Election for the Division Federated Peer Facilitators' Circle Officers (Please bring the list of School Peer Facilitators Officers)	October 7, 2019 3:00 PM	STI Surigao, Narciso St., Surigao City	Private and Public Schools' Peer Facilitators Circle Presidents
2. Final Meeting and Pre- Work Conference of Technical Working Group	October 9, 2019 1:00 PM	SDO Function Hall	Technical Working Group
3. Culmination Program	October 11, 2019	Surigao City Gym	Personnel from OSDS/ CID/ SGOD, Secondary School Principals, Private School Administrators, Career Guidance Support Staff/ Advocates, School Peer Facilitators' Circle Officers, SHS Students
3.a. Part I: Career Fiesta Parade 2019	7:30 AM	Assembly Area: SDO Surigao City Division Ground	
3.b. Part II: Program Proper	October 11, 2019 8:30AM-12:00NN, 1:00PM-5:00 PM	Surigao City Gym	All Participants and Guests

4. The logistics of the parade as follows:
 - 4.1. Assembly Time: 7:00 AM
 - 4.2. Assembly Place: CV Diez Memorial Central Elementary School Covered Court
 - 4.3. Start of the Parade: 7:30 AM
 - 4.4. Route of the Parade: CVDiez MCES Covered Court/ SDO Ground – M. Ortiz Ext. – Rizal St. National Highway – Surigao City Gymnasium
5. Attire during the Parade: For the student- participants, they will be wearing their respective Career Attire of their own choice. While Administrators/ Advocates will be wearing their comfortable apparel of they may purchase an AGCIS 2019 uniform amounting 450.00 (dry- fit full sublimation) to be collected by Mrs. Edith L. Barrios of Taft National High School not later than October 8, 2019.
6. Order of the Parade:
 - 6.1. Colors and Marshalls
 - 6.2. Caraga Regional Science High School Participants**
 - 6.3. AGCIS Officers
 - 6.4. SDO Personnel
 - 6.5. Division Federated Peer Facilitators' Circle Officers
 - 6.6. STI Surigao Participants
 - 6.7. SPUS Participants
 - 6.8. NEMCO Drum and Lyre Corps**
 - 6.9. NEMCO Participants
 - 6.10. SEC Participants
 - 6.11. SJTIT Participants
 - 6.12. Surigao City National High School Drum and Lyre Corps**
 - 6.13. Districts 1-5 Participants
 - 6.14. Taft National High School Drum and Lyre Corps**
 - 6.15. District 6-10 Participants
7. No motorcade. Purely foot parade.
8. Each school shall bring a tarpaulin/ banner to be secured from the Tarpaulin and Banner In- charge (*see attached list of TWG*) for free from sponsorship but will send a confirmation of attendance not later than October 8, 2019.
9. Each school will send 5 students from Islands, 10 students from Mainland and 20 students from the schools within the City Proper wearing Career Attire.
10. Career Talk: There are invited guests/ partners in this activity which are clustered according to the Curriculum Exits: a. Kolehiyo, b. Trabaho, c. Negosyo.
11. There will be an Induction of new AGCIS Officers for Administrator's Group and Division Federated Peer Facilitators Circle Officers for School Year 2019-2020 during the Career Guidance Week Culmination Program.
12. Awarding of certificates and prizes of the different contests and search for Best Practices will be done during the Closing Program of Career Guidance Week at Surigao City Gymnasium.
13. There will be Poster- Slogan Making Contest be done simultaneously with the program proper. The mechanics and criteria of the contest as follows:
 - 13.1. The contestant must be currently registered Junior or Senior High School student of a participating school.
 - 13.2. One participant per school is allowed.
 - 13.3. The artist must use only a 1/4 sized- Illustration Board and any basic medium of drawing such as pencils, erasers and ruler, oil pastel, crayons in his own provision. No other advance art instruments are allowed during the contest period.
 - 13.4. The contest will be done during the program proper (October 11, 2019) at Surigao City Gymnasium.
 - 13.5. The piece will depict only of the theme "Unlock your Potential, Find your Passion and Follow your Dreams" and make his own slogan based on the theme and his art work.
 - 13.6. The contestant will be given two (2) hours to portrait his piece.
 - 13.7. Winning art work will be owned by the Guidance and Counseling Office of the DepEd Surigao City Division.
 - 13.8. The contest will be facilitated by Mrs. Marie Christy B. Arcamo, Mrs. Evelyn D. Seclon, Mrs. Emgen L. Sadsad and Mr. Jomar P. Mante.
 - 13.9. The decision of the judges is final and irrevocable.

13.10. The criteria as follows:

CRITERIA	POINTS
Relevance to the Theme/ Content of the Slogan	50%
Originality	10%
Creativity	20%
Color Harmony	10%
Visual Impact	10%
TOTAL	100%

14. There will be an Instant Search for Mr. and Miss AGCIS 2019 to be participated by a pair representative per school.

14.1. Attire: Career Attire, no other attire/ costumes will be worn. Props/ Materials will be allowed.

14.2. Every candidate will deliver an "Elevator Pitch" maximum of 3 minutes.

14.3. Candidates will be judged according to the following criteria:

CRITERIA	POINTS
Elevator Pitch <ul style="list-style-type: none">ContentProjection and DeliveryTime Consciousness	30% 5% 5%
Career Attire <ul style="list-style-type: none">Poise and Bearing	30%
Confidence	10%
Looks, Beauty and Personality	10%
Overall Impact	10%
TOTAL	100%

15. Follow-up on School Accomplishment Report on Implementation of Career Guidance Program and Mental Health Week in **hard and soft copy** with MOVs not later than October 8, 2019.

16. All Career Guidance Advocates, Guidance Support Staff/ Counselors are requested to join/ access the Facebook Group Account (Association of Guidance and Counseling Implementers in Surigao) for speedy dissemination of information as regards to the Career Guidance Program Implementation concerns.

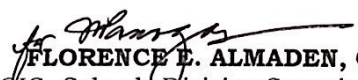
17. See attachments to this memorandum:

17.1. Activity Matrix

17.2. Technical Working Group

18. All expenses incurred including fare of the student- participants, Career Guidance Advocates and Guidance Support Staff/ Counselors will be charged to the School MOOE or any Local Funds of the school subject to the usual accounting and auditing rules and regulations. While Division wide Culmination Program will be charged against Division Local Funds/ Career Guidance Funds/ INSET Funds subject to usual accounting and auditing rules and regulations.

19. Immediate dissemination of this Memorandum is required.


FLORENCE E. ALMADEN, CESE
OIC- Schools Division Superintendent

Reference: RA 10533
DepEd Order 25, s. 2013
DepEd Memo. 165, s. 2017
DepEd Memo. 148, s. 2018

To be indicated in the Perpetual Index
Under the following subjects:

SCHOOLS PROGRAMS

SENIOR HIGH SCHOOL GUIDANCE PROGRAM



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII
Caraga Administrative Region
SCHOOLS DIVISION OFFICE OF SURIGAO CITY
Roxas St, CV Diaz MCES Compound, Brgy. Washington Surigao City
Telefax: (086) 826-3075; Tel Nos. (086) 826-8931, 826-1268



2019 DIVISION CAREER GUIDANCE PROGRAM (CGP) CULMINATION CUM OBSERVANCE OF MENTAL HEALTH AWARENESS WEEK
October 11, 2019; Surigao City Gymnasium

ACTIVITY MATRIX

TIME			DATE	PARTICULARS	RESOURCE PERSON
START	END	DURATION (hours:minutes)			
6:30	7:30	1:00	10/11/2019	Assembly Time and Registration	Secretariat
7:30	9:00	1:30		Opening Parade	Dr. Arthur E. Jamera Principal IV, Surigao City NHS Daniel Edradan Teacher I, Surigao City NHS Jomar Mante Teacher II, Capalayan NHS
9:00	9:15	0:15		Opening Program	Hosts: Caraga Reg'l Science High School
9:15	9:20	0:05		Muscle Conditioning	Cabrera- Altres NHS- SPA
9:20	9:25	0:05		Doxology	Surigao City NHS- Rondalla Club
9:25	9:35	0:10		Nat'l Anthem	Surigao City NHS- Rondalla Club
9:35	9:45	0:10		Acknowledgement of Participants	Merry Ann L. Hinautan Teacher I, Libuac NHS
9:45	10:15	0:30		Welcome Remarks	Florence E. Almaden, CESE Schools Division Superintendent
10:15	10:15	0:00		Message	Francis Cesar B. Bringas, OIC - Regional Director
10:15	10:20	0:05		Statement of Purpose	Dr. Rowena L. Salas, RGC, Rpm, Rpsy- Division Guidance Coordinator
10:20	10:50	0:30		Intermission Number	Surigao City NHS- SPA
11:20	11:50	0:30		Understanding Mental Health, Overcoming Depression and Suidicide	Malou N. Litera, MD
11:50	12:00	0:10		Anger and Stress Management	Rowena L. Salas, PhD, RGC, Rpm, Rpsy
12:00	13:00	1:00		Open Forum	
				Lunch Break	
13:00	13:05	0:05		Career Talk	
13:10	13:20	0:10		Intermission Number	Caraga Regional Science High School
13:20	13:30	0:10		Career Talk: TRABAHO	TESDA
13:30	13:35	0:05		Career Talk: TRABAHO	DOLE
13:35	13:40	0:05		Intermission Number	Taft National High School
13:40	13:45	0:05		Career Talk: NEGOSYO	Gestalt Psychological Services and Review Center
13:45	13:50	0:05		Career Talk: NEGOSYO	Hotel Tavern Surigao
13:50	13:55	0:05		Career Talk: NEGOSYO	East West Bank- Surigao
14:00	14:05	0:05		Career Talk: NEGOSYO	Rico Arpilleda Wedding and Event Planning
14:05	14:10	0:05		Career Talk: NEGOSYO	IRIS Print Solution
14:10	14:15	0:05		Career Talk: NEGOSYO	Classique Herbs Corporation
14:15	14:20	0:05		Career Talk: NEGOSYO	Dok Alternatibo- Surigao
14:20	14:25	0:05		Career Talk: NEGOSYO	Mary Kay Surigao
14:25	14:30	0:05		Intermission Number	Taft National High School
14:30	14:35	0:05		Career Talk: KOLEHIYO	STI- Surigao
14:30	14:35	0:05		Career Talk: KOLEHIYO	Surigao Education Center



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII
Caraga Administrative Region
SCHOOLS DIVISION OFFICE OF SURIGAO CITY
Roxas St, CV Diez MCES Compound, Brgy. Washington Surigao City
Telefax: (086) 826-3075; Tel Nos. (086) 826-8931, 826-1268



14:35	14:40	0:05
14:40	14:45	0:05
14:45	14:50	0:05
14:50	14:55	0:05
14:50	14:55	0:05
14:55	15:00	0:05
15:00	15:10	0:10
15:10	16:00	0:50
16:00	16:05	0:05
16:05	16:15	0:10
16:15	16:30	0:15
16:30	16:35	0:05
17:00 onwards		

Career Talk: KOLEHIYO	Surigao Doctors College
Career Talk: KOLEHIYO	St. Paul University- Surigao
Career Talk: KOLEHIYO	Northeastern Mindanao Colleges
Career Talk: KOLEHIYO	St. Jude Thaddeus Institute of Technology
Intermission Number	Day-asan National High School
Induction Ceremonies	Atty. Vivanino Barrios
Message	Hon. Ernesto U. Matugas, City Mayor
Search for Mr. & Miss AGCIS 2019	Alexander M. Dubduban
Serenade	Niel L. Pitang, TNT Daily Contender
Awarding of Certificates to the Winners of Contests and Appreciation to the Division CGP Pool of Speakers	Dr. Rowena L. Salas, RGC, Rpm, Rpsy- Division Guidance Coordinator
Awarding of the Winners of Mr. & Miss AGCIS 2019	
Closing Remarks	Marie Christy B. Arcamo, AGCIS President
Home Bound	

VI_ Documentary Requirement_Pre-P/A/P_Proposal Attachment

*****Nothing follows*****

Prepared by:

MONREYNARD P. CORTES

Teacher III/ Division Federated Peer Facilitator Circle Adviser

Noted by:

ROWENA L. SALAS, PhD, RGC, Rpm, Rpsy
Division Guidance Coordinator

Approved by:

FLORENCE E. ALMADEN
Schools Division Superintendent



Republic of the Philippines
Department of Education
Caraga Administrative Region

Schools Division Office of Surigao City

Roxas St., CV Diez MCES Compound, Brgy. Washington, Surigao City
Telefax: (086) 826-3075; Tel Nos. (086) 826-8931, 826-1268



**2019 DIVISION CAREER GUIDANCE PROGRAM (CGP) CULMINATION
CUM OBSERVANCE OF MENTAL HEALTH AWARENESS WEEK
Surigao City Gymnasium
October 11, 2019**

TECHNICAL WORKING GROUP (TWG)

1. VENUE & HALL PREPARATION <ul style="list-style-type: none"> • Carlito C. Biol • Marie Christy Arcamo • Evelyn D. Seclon • Marife B. Beberino • Jomar R. Mante • Daniel L. Edradan • Charlton C. Ga 	2. STAGE DECORATION <ul style="list-style-type: none"> • Dr. Nerissa A. Galvez • Dariel T. Bagtaso • Alexander M. Dubduban • Raxiey G. Adolfo 3. TSHIRT PAYMENT COLLECTING <ul style="list-style-type: none"> • Edith L. Barrios
4. TOKENS, AWARDS & LEI <ul style="list-style-type: none"> • Valeria C. Eder • Emgen L. Sadsad • Grace L. Rojo • Mary Jean C. Pendijeto 	5. REGISTRATION & ATTENDANCE <ul style="list-style-type: none"> • Marife B. Beberino • Evelyn D. Seclon
6. TARPULINS AND BANNERS <ul style="list-style-type: none"> • Charlton C. Ga • Alwyn G. Ga 	7. PROGRAM <ul style="list-style-type: none"> • Emgen L. Sadsad • Raxiey G. Adolfo
8. DOCUMENTS AND CERTIFICATES MAKING <ul style="list-style-type: none"> • Dr. Rowena L. Salas • Monreynard P. Cortes • Jobie G. Pongcol 	9. DOCUMENTATION <ul style="list-style-type: none"> • Merry Ann L. Hinautan • Day-asan NHS Photo Journalists
10. COMMUNICATION/ INVITATION SENDING <ul style="list-style-type: none"> • Marie Christy B. Arcamo • Evelyn D. Seclon • Alexander Dubduban 	11. SNACKS & FOOD COORDINATION <ul style="list-style-type: none"> • Marife B. Beberino • Daniel B. Edradan • Grace L. Rojo • Karen C. Besnar
12. DISPLAY BOOTH COORDINATION <ul style="list-style-type: none"> • Monreynard P. Cortes • Jobie G. Pongcol 	13. INSTANT SEARCH FOR MR/ MISS AGCIS <ul style="list-style-type: none"> • Alexander M. Dubduban • Dariel T. Bagtaso
14. HOST/S <ul style="list-style-type: none"> • c/o Science High 	15. CROWNS <ul style="list-style-type: none"> • Alexander M. Dubduban
16. POSTER- SLOGAN MAKING CONTEST <ul style="list-style-type: none"> • Marie Christy B. Arcamo • Marife B. Beberino • Evelyn D. Seclon • Emgen L. Sadsad • Jomar P. Mante 	<ul style="list-style-type: none"> • PARADE MARSHALLS • Dr. Arthur E. Jamera • Dariel Bagtaso • Jomar E. Mante • Merry Ann L. Hinautan
17. USHER/ USHERETTES <ul style="list-style-type: none"> • Federated Division Peer Facilitators' Circle Officers 	18. TSHIRT & DESIGN <ul style="list-style-type: none"> • Alexander Dubduban • Charlton C. Ga
19. PROPONENTS/ OVERALL MANAGERS <ul style="list-style-type: none"> • Dr. Rowena L. Salas (Division Guidance Coordinator) • Monreynard P. Cortes (Division Peer Facilitators Circle Adviser) • Jobie G. Pongcol (Administrative Officer II) 	