



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
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SEPT. 29 2025

REGIONAL MEMORANDUM

No. 1035, s. 2025

To: Schools Division Superintendents
All Others Concerned

**BATCH 2 CAPACITY BUILDING FOR CAREER GUIDANCE ADVOCATES ON THE
IMPLEMENTATION OF CAREER GUIDANCE PROGRAM**

1. Republic Act No. 10533, also known as the "Enhanced Basic Education Act of 2013," mandates the State to build a strong basic education system that equips learners with the competencies and values needed for higher education, employment, entrepreneurship, and lifelong learning. In response, the Department of Education (DepEd) implemented the Career Guidance Program (CGP) to help students make well-informed career choices. To support this initiative, DepEd is conducting the School-Based Training of Career Advocates (SBTCA), as outlined in Memorandum DM-OASOPS-2024-11-604, to ensure that each public secondary school has a designated Career Advocate. In line with this, this office announces the schedule for Batch 2 Capacity Building, set on September 29 to October 10, 2025, to be carried out by cluster divisions as specified in Enclosure 1.

2. The training seeks to empower teachers with the essential competencies and understanding needed to effectively assist students in making informed career decisions, with the goal of establishing a committed career advocate in every school to support learners' career growth.

3. Participants in this activity are selected secondary school teachers assigned to the Career Guidance Program who were unable to attend Batch 1. Schools are encouraged to observe gender balance by sending a female participant for Batch 2 if a male was sent previously, or vice versa. Only participants who complete the CGP training will be eligible for online assessment. The assessment is scheduled for the following Saturday afternoon from 2:00 p.m. to 3:00 p.m. The lead trainer will facilitate the assessment in coordination with NEAP-R.

4. Registered Guidance Counselors (RGCs) previously trained and assessed by BLSS-YFD will serve as trainers. The names of trainers for each cluster are listed in Enclosure 1.

5. The Human Resource Development Section (HRDS), in collaboration with the Curriculum Implementation Division (CID), School Governance Operation Division (SGOD), other concerned offices, and involved School Heads shall prepare the school-based training implementation plan for review and approval by the Schools Division Superintendent.

6. The Technical Working Group is composed of Division Youth Formation Program Development Officers (PDOs) and Human Resource Development (HRD) personnel, who are responsible for preparing the required documents for the approval and implementation of the school-based training, and for submitting the consolidated completion report to NEAP-R/HRDD.

7. Training costs for meals and snacks will be charged against the PSF-Learner Support Youth Formation, Mental Health and Career Guidance Program from the Regional Office, to be downloaded to the focal School Division Offices while venue, and other logistics and trainers' expenses for travel, meals, and accommodation will be charged to Division Learner Support funds. Participants' travel and other incidental expenses shall be charged to local funds. The utilization of funds shall be in accordance with existing budgeting, accounting, auditing, and procurement rules and regulations.

8. For inquiries and concerns related to this training, please contact **Analou O. Hermocilla**, Education Program Supervisor of Human Resource Development Division, via email at *rneap_caraga@deped.gov.ph*.

9. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

Reference: Memorandum DM-OASOPS-2024-11-604

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

PROGRAMS TRAINING WORKSHOP

HRDD/aoh
09/25/2025

Enclosure 1 of RM 1035 s. 2025

NUMBER OF PARTICIPANTS PER DIVISION

Office	Number of Participants	Cluster
Agusan del Norte	25	Cluster 1 Host/Focal Division: Agusan del Norte
Butuan City	27	
Bayugan City	8	
Dinagat Islands	18	Cluster 4 Host/Focal SDO: Surigao City
Siargao	12	
Surigao City	13	
Surigao del Norte	22	Cluster 2 Host/Focal SDO: Agusan del Sur
Agusan del Sur	53	
Bislig City	10	Cluster 3 Host/Focal SDO: Surigao del Sur
Surigao del Sur	60	
Tandag City	5	

LIST OF TRAINERS

Cluster	NAME	DIVISION
Cluster 1	Indira Lacre	Butuan City
	Generuth Bagaforo	Butuan City
	Roxanne Tuazon	Butuan City
Cluster 2	Herlyn Asis	Bayugan City
	Jane Cullamat	Surigao del Sur
	Ramil Osigan	Surigao del Norte
Cluster 3	Gil Ducena	Agusan del Norte
	Doris Cabarubias	Agusan del Norte
	Maryline Basilio	Agusan del Norte
Cluster 4	Lucille Menor	Surigao del Norte
	Jocelyn Basnillo	Cabadbaran City
	Kristine Mangyan	Surigao City