



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

10 NOV 2025

DIVISION MEMORANDUM

No. 592, s. 2025

**TRAINING ON SAFE SPACES, STRONG MINDS:
CAPACITY BUILDING FOR GUIDANCE DESIGNATES**

To: Assistant Schools Division Superintendent
Chief Education Supervisor (CES)/OIC-CES
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
Heads of Unit/Section
All Others Concerned

1. In relation to Regional Memorandum No. 1083, s. 2025 titled **Regional Training on Safe Spaces, Strong Minds: Capacity Building for Guidance Designates**, this is to inform all concerned that a regional activity will be conducted on **November 16-21, 2025**, inclusive of travel time at **Acacia Hotel, Bacolod City**. The activity aims to equip Guidance Designates-teachers or teaching-related personnel temporarily assigned to carry out guidance services - with essential knowledge and skills to address common learner concerns such as bullying, harassment, internet and drug addiction, suicide and other risk behaviors.

2. The participants to this training are the following:

Name	Position	School/Address
MARCHE G GALLENERO	GUIDANCE DESIGNATE	Candelaria NHS, Candelaria, Tapaz, Capiz
RAYDELYN P. LAQUINA	GUIDANCE DESIGNATE	Mambusao NHS, Mambusao, Capiz
JOYCE O. POBLADOR	TEACHER III/GUIDANCE DESIGNATE	Puti-an NHS, Putian, Cuartero, Capiz
ANA LOURDES C. FAELDONEA	GUIDANCE DESIGNATE	Concepcion Castro Garcia NHS, Sta. Cruz, Dumalag, Capiz
JERRY V. MOSQUITE	EDUCATION PROGRAM SPECIALIST II	Human Resource Development, SDO



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3. This Memorandum will serve as Authority to Travel for all participants
4. Immediate dissemination of and compliance with this Memorandum are desired.

ROEL F. BERMEJO
Schools Division Superintendent

Encl.: None
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:

TRAINING PROGRAMS



Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS

OCT 29 2025

REGIONAL MEMORANDUM

No. 1083 s. 2025

**REGIONAL TRAINING ON SAFE SPACES, STRONG MINDS:
CAPACITY BUILDING FOR GUIDANCE DESIGNATES**

To: OIC-Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Relative to Memorandum DM-OULS-2025-072 titled Guidelines on the Implementation of Safe Spaces, Strong Minds: Capacity Building for Guidance Designates, this Office, through the Human Resource Development Division shall conduct the **Regional Training on Safe Spaces, Strong Minds: Capacity Building for Guidance Designates** on **November 16-21, 2025**, inclusive of travel time, in Bacolod City.
2. The training aims to equip Guidance Designates- teachers or teaching related personnel temporarily assigned to carry out guidance services—with essential knowledge and skills to address common learner concerns such as bullying, harassment, internet and drug addiction, suicide and other risks behaviors. It also includes foundations of guidance and counseling, healthy communication, Psychological First Aide, Risk Identification and referral mechanisms, self-care, and the crafting of school-based Guidance Action Plan.
3. In adherence to the standards on the conduct of Professional Development Programs as stipulated in DepEd Memorandum No. 44, s. 2023 and Professional Regulation Commission (PRC) Continuing Professional Development (CPD), the participants from the Schools Division Offices (SDOs) are required to possess all the following qualifications:
 - Must be a PRC-licensed Professional Teacher and/or a Registered Guidance Counselor;
 - Must hold at least a full-fledged Master's degree in a related field;
 - A Guidance Designate-Teacher/Education Program Supervisor for Values Education or Guidance/Teaching related personnel assigned to carry out guidance services; and
 - Have not participated in the national Specialized Training for Guidance Designate.
4. Attached are the list of PMTs/TWGs, Learning Facilitators, Training Matrix and Participants Allotment per Schools Division Office (SDO).



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033) 337-0149; 336-2816
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5. The participants are requested to accomplish the registration sheet, **on or before November 3, 2025**, using the link and QR code below. They are expected to be at the venue on **November 16, 2025**, with dinner as the first meal and last meal will be PM snack on **November 21, 2025**.

Link:

<https://tinyurl.com/SafeSpaceGuiDesigReg>

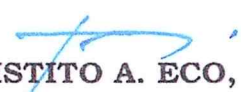
QR Code:



6. Expenses for the food and accommodation of the participants shall be charged against the 2024 HRD Continuing Fund and Guidance Program Support Fund with SARO Numbers OSEC-6-24-1734 and OSEC-6-24-3699, respectively, while the travel and other incidental expenses against their MOOE/local funds, all subject to the usual government accounting and auditing rules and regulations.

7. It is understood that in the conduct of this activity, there shall be no discrimination on the account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunity.

8. Immediate dissemination of and compliance with this Memorandum are desired.


CRISTITO A. ECO, CESO III
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

Encl.: As stated

Reference: DM-OULS-2025-072

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

TRAINING PROGRAMS

RBM/HRDD Safe Space, Strong Minds
211/October 09, 2025



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Department of Education
REGION VI – WESTERN VISAYAS

Program Management Team / Technical Working Group Members

No.	Name	Position/Designation	FD
1	Dr. Susan Severino	Chief Education Supervisor	HRDD
2	Dr. Joven Madera	Education Program Supervisor	HRDD
3	Dr. Rolly Ben Madera	Senior Education Program Specialist	HRDD
4	Dr. Athea Landar	Education Program Supervisor	CLMD
5	Dr. Jingky Dioso	Education Program Supervisor	QAD
6	Raymond Porras	Education Program Specialist II	HRDD
7	Lilibeth Sanchez	Education Program Specialist II	HRDD
8	Rosemarie Girado	Administrative Assistant III	HRDD

Central Office Monitor

No.	Office
1	NEAP Central Office

Medical Personnel

No.	SDO
1	Bacolod City

Learning Facilitators/ Resource Persons

No.	Name	Position/Designation	SDO
1	Mary Faith S. Cahilig	Guidance Counselor III	Aklan
2	Nelson V. Gregorio	Guidance Counselor II	Roxas City
3	Ruby Rose V. Andrada	Guidance Counselor III	Bacolod City (NIR)
4	Junenalyn Grace C. Delfin	Guidance Counselor III	Iloilo
5	Kareen B. Arcenas	Guidance Counselor III	Iloilo
6	Daisy P. Peñaño	Head Teacher I	Guimaras
7	Marylou B. Saban	Guidance Coordinator III	Negros Occidental (NIR)



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Region VI HRD Specialist

SDO	Allotted Number of Participant	SDO	Allotted Number of Participant
Aklan	1	Iloilo	1
Antique	1	Iloilo City	1
Capiz	1	Passi City	1
Guimaras	1	Roxas City	1
TOTAL			8

Allotment of Participants per SDO

SDO	Allotted Number of Participant	SDO	Allotted Number of Participant
Aklan	3	Kabankalan City	3
Antique	2	La Carlota City	3
Bacolod City	1	Negros Occidental	2
Bago City	3	Passi City	3
Cadiz City	3	Roxas City	2
Capiz	4	Sagay City	3
Escalante City	3	San Carlos City	3
Guimaras	3	Silay City	3
Himamaylan City	4	Sipalay City	3
Iloilo	2	Victorias City	3
Iloilo City	2		
TOTAL			58



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

TIME	TRAINING MATRIX					
	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
		OD-Nelson Gregorio, Jr. & Daisy Penano	OD-Ruby Rose Andrada & Marylou Benueza	OD-Mary Faith Cahilig & Kareen B. Arcenas	OD-Junenalyn Grade Delfin & Mary Faith Cahilig	OD-Marylou Benueza & Nelson Gregorio, Jr.
8:00-8:30	OPENING PROGRAM					
8:30-10:00		M1: Understanding the Role of Teachers in Basic School Counseling	M4.1A: Understanding the Anti-Bullying Act: Roles and Responsibilities of Teachers	M4.2B: School-Based Drug Prevention Strategies	M5: Basic Risk Screening and Identifying At-Risk Learners	Work Application Plan
		Ruby Rose Andrada	Nelson Gregorio, Jr.	Nelson Gregorio, Jr.	Kareen B. Arcenas	Kareen B. Arcenas
10:00-10:15	HEALTH BREAK					
10:15-12:00		M2: Integrating Guidance Services in Classroom Management and Instruction	Module 4.1A: Continuation	M4.2B: Continuation	M5: Continuation	M7: Cultivating a Wellness Culture in School: Starting with Ourselves
		Junenalyn Grace Delfin	Nelson Gregorio, Jr.	Nelson Gregorio, Jr.	Kareen B. Arcenas	Ruby Rose Andrada
12:00-1:00	LUNCH BREAK					
1:00-3:00	Travel Time to Venue	M3: Promoting Healthy and Empathic Communication with Learners and Applying Psychological First-Aid in School Settings: Basic Tools for Teachers	M4.1B: Creating Safe and Inclusive Learning Spaces for All Learners	M4.3: Suicide Prevention 101: What Every Teacher Needs to Know	M6: Basics of a School-Based Guidance Action Plan	Clearing House and Post Test
		Mary Faith S. Cahilig	Junenalyn Grace Delfin	Marylou S. Benueza	Daisy Peñano	PMT/TWG
3:00-3:15	HEALTH BREAK					
3:15-4:45	Travel Time to Venue	Module 3: Continuation	M4.2A: Promoting Healthy Digital Habits in the Classroom and at Home	M4.3: Suicide Prevention 101: What Every Teacher Needs to Know	Module 6: Guidance Action Plan Development	CLOSING PROGRAM
		Mary Faith S. Cahilig	Kareen B. Arcenas	Marylou S. Benueza	Daisy Peñano	PMT/TWG
4:45-5:00	END OF DAY EVALUATION					

Officer of the Day (OD): Program flow, timekeeper, Emcee, Documenter, assists the Facilitator



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