



Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY
BINATAGAN LIGAO CITY

Office of the Schools Division Superintendent

August 6, 2026

DIVISION MEMORANDUM
NO. 0390, S. 2026

80626405

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

TO: Asst. Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisors
Public and Private Elementary and Secondary Schools
School Heads and Guidance Designates
All Others Concerned

1. Recognizing the critical role of mental health advocacy and psychosocial support in the holistic development of learners, and pursuant to **DM-OUOPS-2025-072**, titled *Guidelines on the Implementation of Safe Spaces, Strong Minds: Capacity Building for Guidance Designates*, the Schools Division Office of Ligao City, through the Curriculum Implementation Division (CID) and the School Governance and Operations Division (SGOD), shall spearhead the **4-Day Live-In Division Training on Safe Spaces, Strong Minds: Capacity Building for Guidance Designates**. This activity will be conducted on September 9-12, 2026, at Ito's Private Villa, Bonga, Ligao City.

2. The participants in this activity are the designated school guidance counselors/designates from identified public elementary and secondary schools (see attached list). Since September 12, 2026, falls on a Saturday, participating teaching personnel shall be granted a one-day Service Credit, while non-teaching personnel shall be entitled to Compensatory Overtime Credits (COC) pursuant to CSC-DBM Joint Circular No. 2, s. 2004.

3. This 4-day live-in training aims to:

- a. build a strong foundation in mental health advocacy and child protection by exploring key psychological concepts, historical contexts of school safety, and theoretical frameworks for learner well-being;
- b. equip guidance designates with the skills to deliver proactive mental health support through classroom-based wellness instruction, individual guidance services, and co-curricular activities that foster emotional resilience;



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- c. increase awareness and application of Republic Act No. 11036 (Mental Health Act), DepEd Child Protection Policies, and national frameworks relevant to creating safe spaces within the school environment; and
 - d. promote a learner-centered approach that supports informed emotional regulation and the development of mentally healthy, "bully-proof" learners who can thrive in a rapidly changing world.
4. Participants are advised to bring a laptop, extension cord, and mobile Wi-Fi/modem for internet connectivity, as these are necessary for the submission of daily outputs and online evaluations.
 5. The Program Management Team and Facilitators must arrive at the venue on the afternoon of September 8, 2026 (Day 0). Participants are expected to arrive on September 9, 2026 (Day 1).
 6. Transportation and other incidental expenses of the participants shall be charged against local/school MOOE funds, while meals, accommodation, and venue rental shall be charged against HRD Funds, subject to the usual accounting and auditing rules and regulations.
 7. Immediate dissemination of and strict compliance with this memorandum is earnestly desired.


NYMPHA D. GUOMO
Schools Division Superintendent

Encl.:
As stated,

References:
RA 11036, RA 10627, RA 12080
DM-OULS-2025-072
To be included in the Perpetual Index under the following subjects:
Programs Trainings Activities



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Enclosure No. 1

EXECUTIVE COMMITTEE

NYMPHA D. GUEMO
School Division Superintendent

MELCHIZEDEK C. TONGCO
Assistant Schools Division Superintendent

ERNIE M. BARANQUEL
SGOD Chief

TITA V. AGIR
CID Chief

PROGRAM MANAGEMENT TEAM

JOVITO P. ORIOLA
CID, EPS, EsP

EMALYN G. REMPIS
SGOD SEPS-HRD

TECHNICAL WORKING COMMITTEES

Program, Invitation & Certificates
Andie G. Sario

IT & Sounds, Accommodations
Jay Bolaños

Attendance, Registration & Documentation
Juvy S. Patactacan, Arlene O. Palacio

Supplies and Materials
Evangeline N. Bobis

Foods, Wellness & Health
Cristine Barante

Monitoring & Evaluation
Angelo Quintan

EMCEE: LUCY PEÑALOSA
Admin Officer II, LWCES(P)



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Enclosure No. 2

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

September 9-12, 2026
 Ito's Private Villa, Bonga, Ligao City

TRAINING MATRIX

DAY 1			
TIME	MINUTES	ACTIVITY	FACILITATOR
7:00- 8:00	60	Registration	Juvy S. Patactacan
8:00- 9:00	60	Opening Program	
9:00- 10:00	60	Module 1: Understanding the Role of Teachers in Basic School Counseling	Berne G. Malano Guidance Counselor II LHNS
10:00 – 10:15	15	HEALTH BREAK	
10:15-12:00	105	Module 2: Integrating Guidance Services in Classroom Management and Instruction	Angelyn D. Talavera P-I, LWCES(P)
12:00- 1:00	30	LUNCH BREAK	
1:00-2:30	90	Module 3: Promoting Healthy and Empathetic Communication with Learners and Applying Psychological First Aid in School Settings: Basic Tools for Teachers	Berne G. Malano Guidance Counselor II LHNS
2:30 – 2:45	15	HEALTH BREAK	
2:45 – 3:45	60	Continuation of Module 3: Promoting Healthy and Empathic Communication with Learners and Applying Psychological First-Aid in School Settings: Basic Tool for Teachers	Berne G. Malano Guidance Counselor II LHNS
3:45- 4:45	60	Module 4: Handling Common Concerns in Schools 1.1. A. Understanding the Anti-Bullying Act Roles and Responsibilities of Teachers	Marilyn Bongadillo P-I, Maonon HS
4:45:5:00	15	End of the day evaluation / Writing Activity / Reflection / other reminders	PMT
DAY 2			
TIME	MINUTES	ACTIVITY	FACILITATOR
8:00- 8:30	30	Management of Learning	Group in charge
8:30 9:45	75	Continuation of 4.1.A Understanding the Anti-Bullying Act Roles and Responsibilities of Teachers	Marilyn Bongadillo P-I, Maonon HS
9:45:10:00	15	HEALTH BREAK	
10:00- 11:00	60	4.1.B Creating Safe and Inclusive Learning Spaces for All Learners	Marilyn Bongadillo P-I, Maonon HS
11:00-12:00	60	Module 4: Handling Common Concerns in Schools 4.2.A Promoting Healthy Digital	Marilyn Bongadillo P-I, Maonon HS



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		Habits in the Classroom and at Home	
12:00-1:00	60	LUNCH BREAK	
1:00-2:30	90	Module 4: Handling Common Concerns in Schools 4.2.B School-Based Drug Prevention Strategies	Marife N. Tolarba MT-I, LNHS
2:30-2:45	15	HEALTH BREAK	
2:45-4:30	105	Continuation of 4.2.B School-Based Drug Prevention Strategies	Marife N. Tolarba MT-I, LNHS
4:30-5:00	30	End of the day evaluation / Writing Activity / Reflection / other reminders	PMT
DAY 3			
TIME	MINUTES	ACTIVITY	
8:00-8:30	30	Management of Learning	Group in charge
8:30-10:00	90	Module 4: Handling Common Concerns in Schools 4.3 Suicide Prevention 101: What Every Teacher Needs to Know	Marife N. Tolarba MT-I, LNHS
10:00-10:15	15	HEALTH BREAK	
10:15-12:00	105	Continuation of 4.3 Suicide Prevention 101: What Every Teacher Needs to Know	Marife N. Tolarba MT-I, LNHS
12:00-1:00	60	LUNCH BREAK	
1:00-3:00	120	Module 5: Basic Risk Screening and Identifying At-Risk Learners	Angelyn D. Talavera P-I, LWCES(P)
3:00-3:15	15	HEALTH BREAK	
3:15-4:45	90	Continuation of Module 5: Basic Risk Screening and Identifying At-Risk Learners	Angelyn D. Talavera P-I, LWCES(P)
4:45-5:00	15	End of the day Evaluation / Writing Activity / Reflection / other reminders	PMT
DAY 4			
TIME	MINUTES	ACTIVITY	Group in charge
8:00-8:30	30	Management of Learning	
8:30-10:00	90	Module 6: Basics of a School-Based Guidance Action Plan	Troy Arthur Barrameda RGC II, LCNTVHS
10:00-10:15	15	HEALTH BREAK	
10:15-12:00	105	Continuation of the Basics of a School-Based Guidance Action Plan	Troy Arthur Barrameda RGC II, LCNTVHS
12:00-1:00	60	LUNCH BREAK	
1:00-2:30	90	Module 6: Basic of A School-Based Guidance Action Plan 6.1 Presentation of Guidance Action Plan	Troy Arthur Barrameda RGC II, LCNTVHS
2:30-2:45	15	HEALTH BREAK	
2:45-3:45	60	Module 7: Cultivating a Wellness Culture in School Starting with Ourselves	Troy Arthur Barrameda RGC II, LCNTVHS
3:45-4:45	60	WAP, Post Test, End of the Day Evaluation	Troy Arthur Barrameda RGC II, LCNTVHS
4:45-5:00	15	Closing Program	Group in charge



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Enclosure No. 3

**LIST OF IDENTIFIED ELEMENTARY & SECONDARY SCHOOLS GUIDANCE
DESIGNATE PARTICIPANTS**

No	Name of School	Guidance Designate
IDENTIFIED ELEMENTARY SCHOOLS		
1	Abella ES	Angelica Quibot
2	Allang ES	Gracia B. Vitero
3	AmticES	Cristina Delfino
4	Bacong ES	Marilyn R. Rengad
5	Baligang ES	Genelene A. Embudo
6	Barayong ES	Susan O. Piliin
7	Binanowan ES	Rey Timplador
8	Bonga ES	Ma. Luisa O. Quililan
9	Buga ES	Gay C. Ponting
10	Busac ES	Joan D. Paynita
11	Cabarian ES	Teresita Bercasio
12	Catburawan ES	Roselina L. Realubit
13	CRPMES	Evangeline P. Balde
14	Culliat ES	Rosemarie P. Quilang
15	Herrera ES	Margie N. Prollamante
16	Layon ES	Salve Orbase
17	LECS	Maria Guia P. Oliva
18	LWCES(B)	Mitz Vincent Preligera
19	LWCES(P)	Ma. Pag ibig P. Reonal
20	Macael ES	Athena Buenafe
21	Mahaba ES	Zoila P. Revidad
22	Malama ES	Cathyrene P. Yeke
23	Maonon ES	Sheryl M. De Luna
24	Nabonton ES	Rosela Q. Simfuego
25	Oma-Oma ES	Purisima B. Garcia
26	Palapas ES	Sheryl R. Remondavia
27	Pandan ES	April Dawn Adones
28	Paulba ES	Unih S. Opeña
29	Paulog	Arlene O. Palacio
30	Pinamaniquian ES	Sgerlyn N. Encinares
31	Pinit ES	Honey Let D. Pancipane
32	San Vicente ES	Marilyn P. Canaveral
33	Tambac ES	Donna Jizza D. Oraa
34	Tambo ES	Leah O. Revidad
35	Tastas ES	Sardenica O. Odavar
36	Tinampo ES	Rosemarie H. Benitez



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37	Tiongson ES	Irene P. Navarro
38	Tobgon ES	Juliet D. Tanguin
39	Tula-Tula (G) ES	Anna Liza A. Sodsod
40	Tula-Tula (P) ES	Evelyn P. Bongat
41	Tupas ES	Kim T. Orbillo
SECONDARY SCHOOLS		
42	Amtic NHS	Janet Lorico
43	Bacong HS	Arlene Brojan
44	Barayong NHS	Marissa C. Buenavente
45	BRSHS	Gina De La Cruz
46	DPPMHS	Raquel Culaway
47	Cabarian NHS	Jerson A. Laguerta
48	LCNTVHS	Mary Ann M. Ramirez
49	LNHS	Melinda P. Barrameda
50	Maonon NHS	Maria Sheila Y. Qiamno
51	Oma-Oma NHS	Marites S. Garcia
52	Palapas NHS	Jacqueline R. Rico
53	Paulba NHS	Gilbert T. Canete