



October 19, 2018

DIVISION MEMORANDUM

No. 191 s. 2018

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Public Secondary School Heads
All Others Concerned

**DIVISION ORIENTATION ON CAREER GUIDANCE MODULES AND PLANNING WORKSHOP FOR GRADES
10, 11 & 12**

1. This Office is pleased to announce the conduct of Career Guidance Modules and Planning workshop for Grade 10, 11, & 12 Guidance Counselors and Guidance designated Teachers on ~~DECEMBER 3-5, 2018~~ ^{DECEMBER 3-5, 2018} at a venue to be announced soon.
2. The activity aims to strengthen and capacitate teacher - advisers, counselors and career advocates for the implementation of the Career Guidance Modules, to update them with the trends in career guidance and to formulate / review policies for the implementation career guidance program.
3. Enclosure No. 1 contains the participants and the matrix of activities
4. Provision of meals and snacks shall be charged against 2018 GAA while travelling expenses of participants shall be charged against schools local funds subject to the usual accounting and auditing procedures.
5. Immediate and wide dissemination of the content of this Memorandum is enjoined.

[Signature]
GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent

A. Participants

| No. | School | No. of Guidance Counselor / Designated Guidance Teacher | No. of Grade 10 Teacher-Adviser |
|-----|-------------------------------------|---|---------------------------------|
| 1. | Kakawate High School | 1 | 2 |
| 2. | Sto. Cristo National High School | 1 | 2 |
| 3. | Minuyan National High School | 1 | 2 |
| 4. | Towerville High School | 1 | 3 |
| 5. | Citrus National High School | 1 | 2 |
| 6. | San Martin High School | 1 | 2 |
| 7. | SJDM National Trade School | 1 | 3 |
| 8. | Sapang Palay National High School | 1 | 4 |
| 9. | SJDM Heights High School | 1 | 2 |
| 10. | Muzon High School | 1 | 3 |
| 11. | Muzon Harmony Hills High School | 1 | 2 |
| 12. | CSJDM National Science High School | 1 | 2 |
| 13. | Marangal High School | 1 | 2 |
| 14. | Graceville National High School | 1 | 2 |
| 15. | San Manuel High School | 1 | 2 |
| 16. | Paradise Farms National High School | 1 | 3 |
| 17. | SJDM National High School | 1 | 3 |
| 18. | Kaypian National High School | 1 | 2 |

Total No. of Participants

18

43

B. MATRIX OF ACTIVITIES

| Time | Day 1 | Day 2 | Day 3 |
|---------------------|-----------------------------|------------------|-------------------------|
| 8:00 AM - 8:30 AM | Opening Program | MOL | MOL |
| 8:30 AM - 10:00 AM | CGP Grade 10 (Modules 1-3) | Grade 11 Module | Planning |
| 10:00 AM - 10:15 AM | Break | | Coffee Break |
| 10:15 AM - 12:00 NN | Modules 4 - 6 | | Simulation of 2 Modules |
| 12:00 PM - 1:00 PM | Lunch Break | Lunch Break | Lunch Break |
| 1:00 PM - 3:00 PM | Grade 10 Modules | Grade 11 Modules | Action Planning |
| 3:00 PM - 3:30 PM | | | |
| 3:30 PM - 5:00 PM | | | Closing Program |