



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

01 September 2026

DIVISION MEMORANDUM

No. 082, s. 2026

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

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Administrative Officers V
Public Schools District Supervisors
Public Secondary School Heads
All Others Concerned

1. In support of Republic Act No. 11036 or the Mental Health Act, Republic Act No. 10627 or the Anti-Bullying Act of 2013, and Republic Act No. 12080 or the Basic Education Mental Health and Well-Being Promotion Act, the Department of Education (DepEd), through the National Educators Academy of the Philippines (NEAP), recognizes the increasing need to build the psychosocial and learner support capacities of school personnel, particularly those who are designated to perform guidance functions in the absence of licensed Guidance Counselors.

2. Consistent with its mandate to provide quality professional development programs, the Schools Division Office of Marinduque, through the School Governance and Operations Division-Human Resource Development Section (SGOD-HRDS) under Project Quality HRD – TALINO (*Training And Learning Initiative for Non-teaching and teaching personnel*), will conduct the **Safe Spaces, Strong Minds: Capacity Building for Guidance Designates** on **September 8-12, 2026**, at a venue within Marinduque.

3. This learning and development activity is designed to equip Guidance Designates with essential knowledge and skills to address common learner concerns such as bullying, harassment, internet and drug addiction, suicide, and other risk behaviors. Specifically, it aims to:

- a. enhance understanding of core guidance and counseling principles, relevant legal frameworks (RA 9258, RA 12080, RA 10627), and DepEd policies governing learner protection and mental health promotion;
- b. equip participants with essential skills in basic helping techniques, psychosocial support, risk identification, documentation, referral processes, and crisis response within the scope of their professional role; and



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- c. guide participants in crafting a contextualized and actionable school-level guidance plan that aligns with learner needs, DepEd priorities, and whole-school wellness initiatives.
4. Participants in this activity are select Guidance Designates in public secondary schools in the Division. Guidance Designates of other schools shall be trained in succeeding batches of the said training. They are expected to come in smart casual attire and bring their own medical maintenance, laptops, chargers, extension cords, and other sources of internet connectivity.
5. **All participants, resource speakers, and members of the Program Management Team (PMT) shall accomplish the online profiling on or before September 8, 2026, 5:00 PM through <https://bit.ly/SSSMProfiling2026>.** Any correction in name, position, and/or official station shall be made in their accomplished profiles. This training shall follow the “No Profile = No Certificate” policy in accordance with Division Memorandum No. 42, s. 2025.
6. **This learning and development activity is a Continuing Professional Development (CPD) accredited program by the Professional Regulation Commission (PRC) – Council for Professional Teachers with 15 CPD credit units. Hence, participants, resource speakers, and members of the Program Management Team, who are Licensed Professional Teachers (LPT), shall accomplish the registration form on or before September 12, 2026, through <https://bit.ly/SSSMCPDRegistration2026>.** Failure to register before the deadline may result in the non-issuance of applicable CPD credit units.
7. **Participation in this Division-led Learning and Development (L&D) activity shall be recognized as compliance with the teachers’ participation requirement for the School-Based In-Service Training (INSET) for Teachers scheduled on September 10–11, 2026.** Accordingly, the participation and completion of the Division-led L&D activity shall likewise be properly documented and reflected in the appropriate school and Division records.
8. This learning and development activity shall follow the program monitoring and evaluation guidelines and tools stipulated in DepEd Memorandum No. 44, s. 2023 titled “*Interim Guidelines for Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs*.” Furthermore, those accredited by the National Educators Academy of the Philippines as a National TWG member shall be prioritized in the composition of the Program Management Team (PMT).
9. Expenses incurred for the activity, including the travel and incidental expenses of resource speakers, shall be charged to the 2026 Division HRD Fund, subject to existing accounting and auditing rules and regulations. Meanwhile, travel expenses of participants may be charged to the school's local funds and other funds intended for learning and development, subject to the availability of funds and existing accounting and auditing rules and regulations.
10. The following documents are enclosed for reference:
- Enclosure 1: List of Participants
 - Enclosure 2: List of Resource Persons and Program Management Team
 - Enclosure 3: Activity Matrix

11. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.

12. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

RONNIE S. MALLARI, PhD, CESO III /
Regional Director
Concurrent Officer-in-Charge
Office of the Schools Division Superintendent

Encls: as stated

References: DM-OULS-2025-072

DepEd Order No. 11, s. 2019

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

LEARNING AREA, GUIDANCE COUNSELING
MONITORING AND EVALUATION
TEACHERS
TRAINING PROGRAMS

SGOD-HRDS/KDA

Safe-Spaces-Strong-Minds-Capacity-Building-for-Guidance-Designates/ September 1, 2026



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LIST OF PARTICIPANTS

Safe Spaces, Strong Minds: Capacity Building for Guidance Designates

NAME	POSITION	SCHOOL	DISTRICT
1. Melody Fair C. Lauresta	Teacher V	Marinduque NHS	Boac North
2. Marjorie Ann L. Calda	Teacher V	Ilaya NHS	
3. Richelle J. Perlas	Teacher II	Romeo M. Mataac NHS	
4. Rebecca R. Benedicto	Teacher IV	Cawit NCHS	Boac South
5. Ruby Jinang	Teacher I	Bangbang NHS	Gasán
6. Arnel R. Navisa	Teacher I	Bognuyan NHS	
7. Sarah D. Llanes	Teacher IV	Paciano S. Sena MHS	
8. Amelia M. Salcedo	Teacher IV	Tapuyan NHS	
9. Maricel M. Vitto	Teacher VI	Tiguion NHS	
10. Aurora Malaya P. Rodelas	Teacher VI	Bagtingon NHS	Buenavista
11. Ma. Estephania M. Sumagui	Teacher I	Buenavista NHS	
12. Loredana L. Lingcallo	Teacher VI	Buenavista NHS – Bagacay Annex	
13. Jesebel J. Saporna	Teacher III	Buenavista NHS – Daykitin Annex	
14. Welucie Joy Q. Villavicencio	Teacher I	Buenavista NHS – Lipata-Tungib Annex	
15. Riezel C. Mataac	Teacher III	Buenavista NHS – Sihi Annex	
16. Naneth L. Siena	Teacher I	Yook NHS	
17. Princess Joy M. Lusterio	Teacher I	Argao NHS	Mogpog
18. Jennifer M. Luna	Teacher II	Balanacan NHS	
19. Adoracion N. Mallorca	Teacher II	Butansapa NHS	
20. Creselda L. Paulo	Teacher III	Mogpog NCHS	
21. Marycon M. Zulueta	Teacher IV	Alobo NHS	
22. May M. Morales	Teacher V	Makapuyat NHS	Santa Cruz East
23. Joan P. Prieto	Teacher III	Masaguisi NHS	
24. Ana Marie M. Roldan	Teacher I	Tagum NHS	
25. Ma. Kathleen J. Pernia	Teacher I	Tambangan NHS	
26. Annie Rose L. Mascarenas	Teacher VI	Botilao NHS	
27. Jimboy A. Limpiada	Teacher V	Dolores NHS	Santa Cruz North
28. Dondee Palma	Teacher II	Hupi NHS	
29. Michelle R. Regis	Teacher II	Ipil NHS	
30. Maria Luisa R. Diana	Teacher VI	Landy NHS	

31. Jerson R. Lumbre	Teacher VI	Maniwaya NHS	Santa Cruz South
32. Judy Ann R. Quinto	Teacher I	Mongpong NHS	
33. Vanessa P. Buiza	Teacher I	Polo NHS	
34. Olivia Matining	Teacher II	Bonliw NHS	Torrijos
35. Grace S. Naranjo	Teacher I	Malibago NHS	
36. Teresita F. Pilar	Teacher II	Maranlig NHS	
37. Babylyn P. Rogelio	Teacher VI	Matuyatuya NHS	
38. Melanie M. Ricamara	Teacher I	Poctoy NHS	
39. Arnel L. Curiba	Teacher VI	Sibuyao NHS	
40. Rhea P. Padolina	Teacher I	Tigwi NHS	

LIST OF PMT MEMBERS AND RESOURCE SPEAKERS
Safe Spaces, Strong Minds: Capacity Building for Guidance Designates

NAME	POSITION	OFFICE	ROLE
1. Kyle David V. Atienza	Senior Education Program Specialist	SGOD	Program Manager Resource Speaker NTWG Member
2. Dr. Jennifer E. Monte	Education Program Supervisor	CID	Learning Manager
3. Fatima M. Villanueva	Project Development Officer I	SGOD	Learning Manager Documenter NTWG Member
4. Andy L. Pergis	Project Development Officer I	SGOD	Learning Manager Documenter
5. Rey R. Raymundo	Education Program Specialist II	SGOD	M&E Manager
6. Glaiza T. Palatino	Education Program Specialist II	SGOD	Documenter NTWG Member
7. Jane Carla J. Larraquel	Administrative Officer II	OSDS	Secretariat NTWG Member
8. Cherry G. Morales	Administrative Officer II	OSDS	Secretariat NTWG Member
9. Ruby M. Tan	Administrative Officer IV	OSDS	Logistics Officer NTWG Member
10. Ma. Concordia M. Ehora	Nurse II	SGOD	Welfare Officer
11. Kym Luzette S. Maming	Nurse II	SGOD	Welfare Officer
12. Joy Eltona R. Raza	Nurse II	SGOD	Welfare Officer
13. Maria Kristine Nicola DM. Iglesia	Nurse II	SGOD	Welfare Officer
14. Anna Mae SD. Luslos	Nurse II	SGOD	Welfare Officer
15. Loida M. Ordillano	Nurse II	SGOD	Welfare Officer
16. Thessie P. Oracion	Nurse II	SGOD	Welfare Officer
17. Melannie M. Llasos	Nurse II	SGOD	Welfare Officer
18. Edgar H. Loto	Project Development Officer II	SGOD	Safety Officer
19. Alma Teresa B. del Mundo	Guidance Counselor III	Marinduque NHS	Resource Speaker
20. Floyd A. Socrates	Guidance Counselor III	SDO Palawan	Resource Speaker
21. Efsael G. Marcelo	Guidance Counselor II	SDO Calapan City	Resource Speaker
22. Maria Aiza A. De Leon	Guidance Counselor III	SDO Calapan City	Resource Speaker
23. Ma. Cecilia M. Guimera	Guidance Counselor II	SDO Calapan City	Resource Speaker

TRAINING MATRIX

Safe Spaces, Strong Minds: Capacity Building for Guidance Designates

DATE AND TIME	DURATION	TOPIC / ACTIVITY	PERSON/S RESPONSIBLE
Day 1 September 8, 2026			
7:00-8:00 AM	60 mins	Arrival and Registration of Participants	
8:01-8:30 AM	30 mins	Opening Program: - Philippine National Anthem - Ecumenical Prayer - Recitation of DepEd QPS - Acknowledgement of Participants - Messages - Activity Matrix and Objectives - M and E Mechanism - Photo Documentation - Reminders - Leveling of Expectations - Pre-Test	Program Management Team
8:31-10:00 AM	90 mins	Module 1: Understanding the Role of Teachers in Basic School Counseling	Floyd A. Socrates
10:01-10:15 AM	15 mins	Health Break	
10:16 AM-12:00 NN	105 mins	Module 2: Integrating Guidance Services in Classroom Management and Instruction	Ma. Aiza A. De Leon
12:01-1:00 PM	60 mins	Lunch Break	
1:01-3:00 PM	120 mins	Module 3: Promoting Healthy and Empathic Communication with Learners and Applying Psychological First Aid in School Settings: Basic Tools for Teachers	Alma Teresa B. del Mundo
3:01-3:15 PM	15 mins	Health Break	
3:16-4:45 PM	90 mins	Module 3: Promoting Healthy and Empathic Communication with Learners and Applying Psychological First Aid in School Settings: Basic Tools for Teachers (cont.)	Alma Teresa B. del Mundo
4:46-5:00 PM	15 mins	Daily Evaluation	Program Management Team

5:01-5:15 PM	15 mins	PMT Debriefing	Program Management Team
6:00-7:00 PM	60 mins	Dinner	
Day 2 September 9, 2026			
6:30-8:00 AM	90 mins	Breakfast	
8:01-8:30 AM	30 mins	Management of Learning	Program Management Team
8:31-10:00 AM	90 mins	Module 4: Handling Common Concerns in Schools 4.1.A – Understanding the Anti-Bullying Act: Roles and Responsibilities of Teachers	Ma. Aiza A. De Leon
10:01-10:15 AM	15 mins	Health Break	
10:16 AM-12:00 NN	105 mins	Module 4: Handling Common Concerns in Schools 4.1.A – Understanding the Anti-Bullying Act: Roles and Responsibilities of Teachers (cont.)	Ma. Aiza A. De Leon
12:01-1:00 PM	60 mins	Lunch Break	
1:01-3:00 PM	120 mins	Module 4: Handling Common Concerns in Schools 4.1.B – Creating Safe and Inclusive Learning Spaces for All Learners	Efsael G. Marcelo
3:01-3:15 PM	15 mins	Health Break	
3:16-4:45 PM	90 mins	Module 4: Handling Common Concerns in Schools 4.2.A Promoting Healthy Digital Habits in the Classroom and at Home	Floyd A. Socrates, RGC
4:46-5:00 PM	15 mins	Daily Evaluation	Program Management Team
5:01-5:15 PM	15 mins	PMT Debriefing	Program Management Team
6:00-7:00 PM	60 mins	Dinner	
Day 3 September 10, 2026			
6:30-8:00 AM	90 mins	Breakfast	

8:01-8:30 AM	30 mins	Management of Learning	Program Management Team
8:31-10:00 AM	90 mins	Module 4: Handling Common Concerns in Schools 4.2.B School-based Drug Prevention Strategies	Floyd A. Socrates, RGC
10:01-10:15 AM	15 mins	Health Break	
10:16 AM-12:00 NN	105 mins	Module 4: Handling Common Concerns in Schools 4.2.B School-based Drug Prevention Strategies (cont.)	Floyd A. Socrates, RGC
12:01-1:00 PM	60 mins	Lunch Break	
1:01-3:00 PM	120 mins	Module 4: Handling Common Concerns in Schools 4.3 Suicide Prevention 101: What Every Teacher Needs to Know	Efsael G. Marcelo
3:01-3:15 PM	30 mins	Health Break	
3:16-4:45 PM	90 mins	Module 4: Handling Common Concerns in Schools 4.3 Suicide Prevention 101: What Every Teacher Needs to Know (cont.)	Efsael G. Marcelo
4:46-5:00 PM	15 mins	Daily Evaluation	Program Management Team
5:01-5:15 PM	15 mins	PMT Debriefing	Program Management Team
6:00-7:00 PM	60 mins	Dinner	
Day 4 September 11, 2026			
6:30-8:00 AM	90 mins	Breakfast	
8:01-8:30 AM	30 mins	Management of Learning	Program Management Team
8:31-10:00 AM	90 mins	Module 5: Basic Risk Screening and Identifying At-Risk Learners	Ma. Cecilia Guimera
10:01-10:15 AM	15 mins	Health Break	
10:16 AM-12:00 NN	105 mins	Module 5: Basic Risk Screening and Identifying At-Risk Learners (cont.)	Ma. Cecilia Guimera

12:01-1:00 PM	60 mins	Lunch Break	
1:01-3:00 PM	120 mins	Module 6: Basics of School-Based Guidance Action Plan	Ma. Cecilia Guimera
3:01-3:15 PM	30 mins	Health Break	
3:16-4:45 PM	90 mins	Module 6: Basics of School-Based Guidance Action Plan (cont.)	Ma. Cecilia Guimera
4:46-5:00 PM	15 mins	Daily Evaluation	Program Management Team
5:01-5:15 PM	15 mins	PMT Debriefing	Program Management Team
6:00-7:00 PM	60 mins	Dinner	
Day 5 September 12, 2026			
6:30-8:00 AM	90 mins	Breakfast	
8:01-8:30 AM	30 mins	Management of Learning	Program Management Team
8:31-10:00 AM	90 mins	Module 6: Basics of a School-Based Guidance Action Plan 6.1 Presentation of Guidance Action Plan	Ma. Cecilia Guimera
10:01-10:15 AM	15 mins	Health Break	
10:16 AM-12:00 NN	105 mins	Module 7: Cultivating a Wellness Culture in School: Starting with Ourselves	Alma Teresa B. del Mundo
12:01-1:00 PM	60 mins	Lunch Break	
1:01-1:45 PM	45 mins	Session 8A: Workplace Application Plan	Kyle David V. Atienza
1:46-2:00 PM	15 mins	Health Break	
2:01-2:15 PM	15 mins	Post-Test	Program Management Team
2:16-2:30 PM	15 mins	Daily Evaluation	Program Management Team
2:31-3:30 PM	60 mins	Closing Program: • Closing Ecumenical Prayer • Insights/Impression • Statement of Challenge • Giving of Certificates • Reminders • Closing Remarks	Program Management Team