



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capitol Area, Dumaguete City

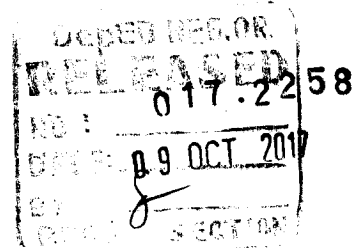
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SGOD Office (035) 225 - 6180

October 7, 2017

TRAVEL ORDER
NO. 806, s. 2017



TO : IRYLL MAE S. MACAHIG
EPS, HRDS

OFFICE : SGOD, Division of Negros Oriental

PURPOSE : To attend the NATIONAL TRAINING OF TRAINERS (NTOT) FOR THE MASS
TRAINING OF TEACHERS AND CAREER ADVOCATES FOR THE
IMPLEMENTATION OF GRADE 12 CAREER GUIDANCE PROGRAM


DATE OF TRAVEL : October 11-13, 2017

VENUE/PLACE : ECOTECH CENTER, SUDLON, LAHUG., CEBU CITY

ALLOWED/CHARGED TO: (REGIONAL funds, subject to the accounting and auditing rules and regulations)

☒ **X** : Transportation/per diem and other incidental expenses

☒ **X** : Board and Lodging


P. SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent
10/7/2017

SGOD
LTC/dep

Be One of Us! Be Counted. Let's Practice
 **W.A.T.C.H.**
We Advocate Time Consciousness and Honesty



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

MEMORANDUM

TO : **REGIONAL SECRETARY, ARMM**
REGIONAL DIRECTORS
Regions I-XII, Caraga, NCR and CAR

FROM : **ALAIN DEL S. PASCUA**
Undersecretary for Administration

SUBJECT : Conduct of the National Training of Trainers and Mass Training of Teachers and Career Advocates for the Implementation of Grade 12 Career Guidance Program

DATE : September 25, 2017

The Bureau of Learner Support Services, Youth Formation Division (BLSS-YFD) will conduct the National Training of Trainers (NTOT) for teachers and career advocates for the implementation of Grade 12 career guidance program (CGP) on the following schedule:

Cluster	Date	Venue
• Luzon Cluster (Regions I-V, CAR, NCR)	October 21-25, 2017	Within Region IVA (specific venue to be announced)
• VisMin Cluster (Regions VI-XII, Caraga, ARMM)	October 11-14, 2017	Enovtech Center Cebu City
Mass Training of Trainers	November, 2017 - December 15, 2017	Regional Training

The activities are in line with the implementation of Grade 12 of the K to 12 Program. The Grade 12 CGP aims to: 1) apply academic and employment readiness skills in work-based learning situations such as internships, shadowing or mentoring, and, 2) determine a clear directional exit after senior high school.

Office of the Undersecretary for Administration

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In support to this, the Bureau has downloaded funds in August, 2017, for the conduct of mass training of teachers and career advocates for the implementation of Grade 12 Career Guidance Program. Prior to the conduct of mass training, the Bureau will be conducting the National Training of Trainers (NTOT) scheduled on the above-mentioned dates.

In this connection, may we request for the **regional consolidated list of participants** for the NTOT using the attached template, based on the allocation below:

Region	Number of Participants to the NTOT	Region	Number of Participants to the NTOT
I	6	IX	5
II	7 + 1 Batanes	X	5
III	6	XI	8
IVA	7	XII	6
IVB	5	CARAGA	9
V	9	ARMM	6
VI	13	CAR	4
VII	12	NCR	10
VIII	9		

The criteria for the selection of trainers for the NTOT are the following:

- Must be physically fit
- Possess excellent communication and facilitation skills
- Must be career advocates/trainers/preferably guidance counselor
- Have been involved in any trainings related to career

Participants to the NTOT are expected to check-in at 3.00pm a day before the schedule dates for the registration. First meal to be served is dinner. Their transportation expenses shall be reimbursed at the region charged to the downloaded funds for the said activities.

Kindly submit the consolidated list on or before October 4, 2017 at blss.yfd@deped.gov.ph.

For clarification, please direct all inquiries to YFD at (02) 637-9814/0928-7403511 or to the above-mentioned email

For immediate dissemination and compliance.