



Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

DEPED-DIVISION OF SURIGAO DEL SUR
RELEASED
 DATE: October 6, 2025
 TIME: 10:58am
 SIGNATURE:

Division MEMORANDUM
 No. 42, s. 2025

To: Public Schools District Supervisors/ District In-Charge
 All Secondary School Heads
 All Guidance Designates
 All Other Concerned

CAPACITY BUILDING FOR CAREER GUIDANCE ADVOCATES ON THE IMPLEMENTATION OF CAREER GUIDANCE PROGRAM (PHASE 2)

1. The Department of Education (DepEd) CARAGA Region issued memorandum RM No. 470, s. 2025 entitled "Capacity Building for Career Guidance Advocates on the Implementation of Career Guidance Program".
2. Republic Act No. 10533, known as the "Enhanced Basic Education Act of 2013," mandates the State to establish a functional basic education system aimed at developing productive and responsible citizens with essential competencies, skills, and values for higher education, middle-level skills development, employment, entrepreneurship, and lifelong learning. In response to this mandate, the Department of Education (DepEd) has implemented the Career Guidance Program (CGP). This program is designed to help students make informed career choices and prepare for their future careers. The CGP is supervised and managed by three strands: Operations through the Bureau of Learners Support Services-Youth Formation Division (BLSS-YFD), Curriculum and Teaching through the Bureau of Curriculum Development (CT-BCD), and Human Resource and Organizational Development through the National Educators' Academy of the Philippines (NEAP). These strands work together specifically for the training and assessment of career advocates.

To achieve the goal of having Career Advocates in public secondary schools, the DepEd, through its three bureaus, is taking a strategic first step by implementing the Career Guidance Program Training. This training will be conducted through the School-Based Training of Career Advocates (SBTCA), as detailed in Memorandum DM-OASOPS-2024-11-604. Furthermore, DO 7, s. 2024 or the revised *School-Based Management System Policy* highlights the duty of the school and its community to ensure that the learning environment is learner-centered, empowering, healthy, safe, secure, inclusive, and resilient to achieve improved learning outcomes.

3. The training aims to equip teachers with the necessary skills and knowledge to effectively guide our learners in their career choices, ensuring that every school has a dedicated advocate to support learners' career development.



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4. Participants in this activity are all Secondary School teachers assigned to the Career Guidance Program. After completing the training and passing the Career Advocates Assessment, they will be designated as Career Advocates (CAs) and tasked with implementing Career Guidance Program activities. According to DepEd Order 05, s. 2024, "Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload," the CGP is recognized as a teaching-related assignment.
5. The participants in this training are teachers designated as the alternate Career Guidance Designates. Substitutions will not be permitted, and adherence to the specified participant list will be strictly enforced. *(Refer to Enclosure 1 for the List of Participants.)*
6. Only participants who complete the CGP training will be eligible for online assessment via Google Form or MS Form, with the link provided on the last day of the 5-day training. The assessment is scheduled for the following Saturday afternoon from 2:00 p.m. to 3:00 p.m. The lead trainer will facilitate the assessment in coordination with NEAP-R.
7. In line with this, a Capacity Building for Career Guidance Advocates (Phase 2) on the Implementation of Career Guidance Program is scheduled for October 6-10, 2025. The venue will be announced later.
8. Please refer to the table below for your meal and accommodation schedule:

Days	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner	Accommodation
Day 1	X	✓	✓	✓	✓	✓ 87,600
Day 2	✓	✓	✓	✓	✓	✓ 105,600
Day 3	✓	✓	✓	✓	✓	✓ 105,600
Day 4	✓	✓	✓	✓	✓	✓ 105,600
Day 5	✓	✓	✓	✓	X	X 52,900

~~₱ 457,300~~

9. **Travel expenses, per diem, and other incidental costs** for participants will be charged to the Local Funds, School MOOE, Program Support Funds, Local School Board-Special Education Fund (LSB-SEF), and other appropriate funding sources, in compliance with existing accounting and auditing rules and regulations.



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10. For more details, please contact the Division Youth Formation Coordinator, **Grace Christy Mae Y. Lumanta**, via email at gracechristymae.lumanta@deped.gov.ph.
11. For immediate dissemination and compliance.

LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

Encl.: None
References: as stated
To be indicated in the Perpetual Index
Under the following subjects:

LEARNERS

SECONDARY EDUCATION

ASSESSMENT

SGOD/gcmyl
09/24/2025