November 16, 2015,

Memorandum To: Secondary School Heads
Secondary School Guidance Coordinators/ Counselors/ Designates

1. This is to inform the field that the 4th Quarterly Meeting/Career Guidance Competency Enhancement to be conducted by the Department of Labor and Employment – Catanduanes through the Career Guidance Network (CGN) for Guidance Counselors in the Secondary Schools- Catanduanes Chapter is scheduled on November 20, 2015 (1:00 -5:00 pm) at the Terrace, Division Office, DepEd, Virac, Catanduanes.

2. The participants to this activity are the secondary school guidance coordinators/counselors.

3. Attached herewith are Program of Activities (Enclosure No.1) and Working Committees (Enclosure No. 2). Committee chairmen and members are advised to report to Mrs. Rosa T. Tusi, EPS I (GVETE) at the Division Office on November 20, 2015 at 8:00 am.

4. Travel and other expenses relative to the activity shall be charged to local/school funds subject to the usual accounting and auditing rules and regulations.

5. For information, guidance and compliance

NYMPHA D. GUEMO
Assistant Schools Division Superintendent
Officer In-Charge
Republic of the Philippines
Department of Labor and Employment
PROVINCIAL FIELD OFFICE
Sta. Elena, Virac, Catanduanes

CAREER GUIDANCE COUNSELORS
4th Quarter Meeting and Competency Enhancement
Conference Hall, DepEd-Division of Catanduanes
Virac, Catanduanes
November 20, 2015 (1:00-5:00 PM)

PROGRAMME

Registration
Opening Prayer
Philippine National Anthem
Opening Remarks

DOLE Staff
Video Aided
Video Aided
Ms. Rosa Tusi
Guidance, Values Educ., Testing & Evaluation Supervisor –DepEd
Ms. Jean B. Teves
DOLE-CPFO CGN Coordinator
Dr. Nympha D. Guemo
Asst. Schools Div. Superintendent
Officer- In-Charge, DepEd Catanduanes
Hon. Jose J. Teves
Vice-Governor Province of Catanduanes
Ms. Emily Dy Mendoza
Social Welfare Officer II-SWAD Team Leader
Provincial Field Office, Virac
Dr. Marianne L. Castilla
Registered Guidance Counselor-CSU
Mr. Franklin Arcilla
CGN Regional President/Cat. CGN Sec.
Ms. Jean B. Teves
DOLE-CPFO CGN Coordinator
Dr. Jesslyn T. Taway
President-CGN (Secondary School)
Guidance Coordinator-Designate CNHS
Mr. Russell Ulysses I. Nieves
OIC-DOLE Catanduanes Prov. Field Office

Presentation of Participants

Inspirational Talk

Message

Child Welfare Act & Referral System

Echo-Seminar on Counseling Doc.
From Intake to Termination
Echo-CGN National Meeting

2015 Accomplishment Report

2016-2017 Planning Workshop

Closing Remarks

Master of Ceremonies: Mr. Franklin Arcilla-CGN Regional President/Cat. CGN Sec.
## Enclosure No. 2: Working Committees during the 4th Quarterly Meeting/Career Guidance Competency Enhancement,
Terrace, Division Office, DepEd, Virac, Catanduanes
November 20, 2015 (1:00 - 5:00 P.M.)

<table>
<thead>
<tr>
<th>Committee</th>
<th>Chairman</th>
<th>School</th>
<th>Co-Chairman</th>
<th>School</th>
<th>Member</th>
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<tr>
<td>Program and Invitation</td>
<td>Jesslyn T. Taway</td>
<td>Catanduanes NHS</td>
<td>Emma T. Tacorda</td>
<td>Catanduanes NHS</td>
<td>1. Marie Asuncion Posada</td>
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<td>Stage Decoration</td>
<td>Juvy Gianan</td>
<td>SAVS</td>
<td>Teresita Tablate</td>
<td>Calatagan HS</td>
<td>1. Analiza Ordiz</td>
<td>Baras RDHS</td>
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<td>3. Jane Jacobo</td>
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<td>4. Araceli Magadaraog</td>
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<td>Hall Preparation/Accommodation</td>
<td>Franklin Arcilla</td>
<td>Antipolo NHS</td>
<td>Salvador Flores</td>
<td>Bato RDHS</td>
<td>1. Pedro Somido</td>
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<td>4. Jay Tuazon</td>
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<td>Palta NHS</td>
<td>Aurora Dasigan</td>
<td>Hawan NHS</td>
<td>Evelyn Romero</td>
<td>Panganiban NHS</td>
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<td>Mariane L. Castillo</td>
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