



March 13, 2017

REGIONAL MEMORANDUM

No. 27, S. 2017

**REGIONAL STAFF ORIENTATION-WORKSHOP (RSOW)
FOR THE IMPLEMENTATION OF GRADE 11 CAREER GUIDANCE PROGRAM**

To : All Schools Division Superintendents

1. In preparation for the Regional Mass Training of Teachers and Career Advocate for the implementation of Grade 11 Career Guidance Program in April 2017, this Office shall conduct a **Regional Staff Orientation-Workshop (RSOW) for the Implementation of Grade 11 Career Guidance Program** on April 4-5, 2017 at RELC, Rawis, Legazpi City.
2. The objectives of this activity are the following:
 - a. equip trainers with the necessary knowledge, skills, attitude and orientation on facilitating training;
 - b. discuss and express commitment to the value and/or attitude required to perform the roles and responsibilities of a trainer, and;
 - c. draw out plans in running the sessions for the rollout of Career Guidance Program for teachers handling Grade 11.
3. The participants to this RSOW are the participants to the National TOT trained at Baguio City and Regional Training Management and staff.
4. The list of expected participants and program of activities are attached as enclosures. Participants are advised to report at **8:00 A.M. on April 4, 2017**.
5. Food, accommodation, certificates, training materials shall be charged to Regional Funds while transportation expenses of the participants shall be charged to Division INSET Funds.
6. For clarifications and more information, please contact Dr. Cynthia D. Jacob, HRDD Office at cellular phone number 0977-8560-081.
7. For information, guidance and compliance.


RAMON FIEL G. ABCEDE
Regional Director

Enclosure No. 1 to Regional Memorandum No. _____, s. 2017

**LIST OF PARTICIPANTS TO THE REGIONAL STAFF ORIENTATION-WORKSHOP (RSOW)
for MTOT Grade 11 Career Guidance Program
April 4-5, 2017 @ RELC, Rawis, Legaspi City**

a. Expected Participants:

Division	Name
Regional Office	Melanie D. Encarnacion
Albay	Edna D. Barrameda
	Sharon Jaucian
Camarines Sur	Susan Antonio
	Gerumi Señor
Catanduanes	Rosario Vegim
	Eva Cariño
Masbate	Gloria Fontilar
	Divine Cervantes
Sorsogon	Elvira Lachica
	Emily Estadola
Camarines Norte	Ma. Gracia Baluca
	Leusin Alvarez
Iriga City	Teresa Buena
Naga City	Jerome Baldemoro
Ligao City	Marife Tolarba
Legazpi City	Nancy Orgas
Tabaco City	Desiree Boncacas
Sorsogon City	Emma Dealca
Masbate City	Emily Marcaida

Enclosure No. 2 to Regional Memorandum No. _____,s. 2017

TRAINING MATRIX

**RSOW for the Implementation of Grade 11 Career Guidance Program
April 4-5, 2017**

DAY 1 (April 4, 2017)	
8:00 – 9:00	Arrival of Participants & Registration
9:00 – 9:30	Opening Program
9:30 – 10:30	Revisiting Facilitation Skills
10:30 – 10:45	Snacks
10:45 – 12:00	Getting to know you
12:00 – 1:00	Lunch Break
1:00 – 2:00	The Curriculum Guide of the Revitalized Homeroom Guidance Program
2:00 – 3:00	Basics of Career Guidance
3:00 – 4:00	Trends and Updates in Career Guidance Program
4:00 – 5:00	Walkthrough of Module 1
DAY 2 (April 5, 2017)	
7:45 – 8:00	MOL/Energizer
8:00 – 9:00	Walkthrough of Module 2
9:00 – 10:00	Walkthrough of Module 3
10:00 – 11:00	Walkthrough of Module 4
11:00 – 12:00	Walkthrough of Module 5
12:00 – 1:00	Lunch Break
1:00 – 2:30	Walkthrough of Module 6
2:00 – 3:00	Walkthrough of Module 7
3:00 – 4:00	Walkthrough of Module 8
4:00 – 5:00	Planning for MTOT