



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
Schools Division of Nueva Vizcaya

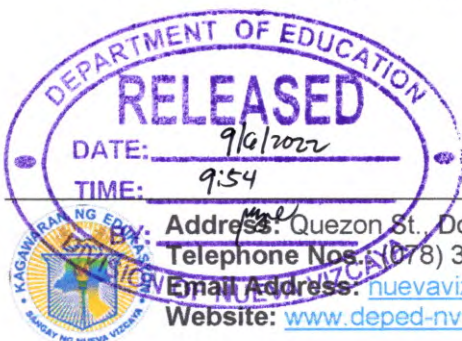
September 1, 2022

DIVISION MEMORANDUM  
No. 298 s. 2022

**RETOOLING OF SCHOOL HEADS ON THE HOMEROOM GUIDANCE PROGRAM**

TO: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors/District-in-charge  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This office thru the Curriculum Implementation Division will conduct a retooling of Secondary School Heads on the Homeroom Guidance Program on Septembers 23, 2022 at the Ammungan Hall, Capitol Compound, Bayombong, Nueva Vizcaya. This activity is in support to the Department Memorandum -Office of the Undersecretary for Curriculum Instruction (OUCI)-2021-346 with subject title, “Revised Implementation of Homeroom Guidance (HG) during Crisis Situation for SY 2021-2022”, that is ought to have its full implementation at the start of school year 2022-2023.
2. The training shall be attended by all the Secondary School Heads and two (2) Elementary School Heads per District (1 Central School & 1 Non-central School) in the Schools Division of Nueva Vizcaya.
3. The activity aims to:
  - a. *Orient school heads on the Policy Guidelines on the Implementation of the Homeroom Guidance (HG).*
  - b. *Discuss the Contents and Most Essential Competencies of the Homeroom Guidance Program.*
  - c. *Appreciate the Homeroom Guidance Development Assessment and Monitoring Tools.*
  - d. *Inform School Heads on the guidelines and procedures in addressing learners who need counselling.*
4. Expenses relative to the conduct of the training shall be charged to HRTD Fund, while travel expenses of the participants shall be charged to MOOE or other local funds subject to the usual accounting and auditing rules and procedures.
5. For health and safety precautions against COVID-19, the participants are advised to always practice social distancing and wear face mask during the activity.
6. For information, guidance and compliance.



  
**RACHEL R. LLANA, PhD, CESO V**  
Schools Division Superintendent

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## TRAINING MATRIX

### RETOOLING OF SCHOOL HEADS ON THE HOMEROOM GUIDANCE PROGRAM

**Date:** September 23, 2022

**Time:** 7:30 AM -5:00 PM

**Venue:** Ammungan Hall, Capitol Compound, Bayombong, Nueva Vizcaya

Time	Activity	Resource Speakers/ Facilitators
7:30-8:00	Registration	Training Management Secretariat
8:01-8:30	Preliminaries Pambansang Awit Prayer DepED QMS Roll Call/Unfreezing activity Training Safety Guidelines	Jomelvi Allore B. Sioco
8:31- 8:45	Inspirational Message	Rachel R. Llana,, PhD, CESO V, Schools Division Superintendent
8:46-9:00	Training Expectations, Rationale, and Objectives	Roberto D. Cutillon
9:00- 9:45	The Challenges, Issues, Gaps and Problems in the Implementation of the HGP.	Roberto D. Cutillon
9:46-10:00	<b>HEALTH BREAK</b>	
10:01- 11:00	The Implementation of the Homeroom Guidance (HG) during Crisis Situation (DM-OUCI-2021-346)	Florence F. Esparago
11:01-11:59	Sharing of Effective Practices of School in the HG Implementation	Jomelvi Allore Sioco/ Mary Joy A. Lazaro
12:00-12:59	<b>LUNCH</b>	
1:00- 1:30	Walk through of the Homeroom Guidance Most Essential Learning Competencies	Rogine S. Domingo
1:31-2:15	Assessment of Learner's Development and Monitoring of the Program	Patricio Salvacion Arwin Peralta
2:16-3:30	Counseling and Referral System for Learners (OUCI-2021-359)	Janet V. Calata/ Arwin Peralta
3:31-4:00	Case analysis and Resolutions	Janet V. Calata/ Arwin Peralta
4:01-4:15	Pledge of Commitment in the Implementation of HG	Elementary and Secondary School Heads' Representative
4:16-4:30	Words of Challenge	Maricel S. Franco, PhD, CESE/CID-Chief
4:31-5:00	Awarding of Certificates	Training Management