

Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



**November 12, 2015**

**Division Memorandum**

No. 717 s. 2015

**JOINT GUIDANCE COUNSELORS AND LIBRARIANS  
WORKSHOP SEMINAR**

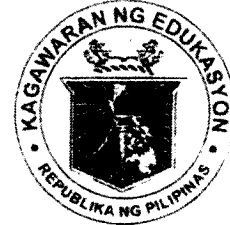
To: Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary/Secondary School Heads  
Heads, Private Elementary And Secondary Schools

1. Attached is Regional Memorandum No. 664 s. 2015 dated November 7, 2015 entitled, **Joint Guidance Counselors And Librarians Workshop Seminar on November 20 – 21, 2015 at La Fortuna Hotel, Cebu City**, for the guidance and information of all concerned.
2. Participants to this seminar are the licensed and non-licensed guidance counselors and librarians.
3. A registration fee of Three Thousand Five Hundred Pesos (Php 3,500.00) will be asked from each participant to defray training expenses chargeable against Division/School MOOE subject to its availability and the usual accounting and auditing rules and regulations.
4. For more details, please refer to the attached communication.
5. This Memorandum will serve as **Authority to Travel** of participants.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, Ed. D, CESO VI**  
Schools Division Superintendent



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
REHIYON VII, GITNANG VISAYAS  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



November 7, 2015


REGIONAL MEMORANDUM

No. 664 s. 2015

**JOINT GUIDANCE COUNSELORS AND LIBRARIANS WORKSHOP SEMINAR**

To: Schools Division Superintendents/OIC's  
Heads, Public and Private Elementary and Secondary Schools  
All Others Concerned

1. The Private Secondary School Administrators Association of the Philippines, (PRISSAAP) will hold a **Joint Guidance Counselors and Librarians Workshop Seminar** for both public and private schools on November 20 and 21, 2015 in La Fortuna Hotel, Cebu City. The participants are the licensed and non-licensed guidance counselors and librarians.
2. There will be a registration fee of **Three Thousand Five Hundred Pesos (Php 3,500.00)** to each participant who wish to attend the said training to defray board and lodging, honoraria of the speakers, registration kit and other incidental expenses. This may be charged to Division/School MOOE or any local funds that can be tapped for the purpose. The regional Office has not prepared any training for librarians and guidance counselors relative to their job functions so this opportunity may provide them the idea on their positions and scope of work.
3. Registration will start at 7:00 am of November 20, 2015 and the Opening Ceremony will start at 9:00 am, the first meal will be am snacks on the first day of November 20, 2015 and lunch on the last day of November 21, 2015.
4. Participants are requested to send their pre-registration and reservation fee thru Asia United Bank (AUB) with PRISSAAP current account no. 204-01-0000726. Attach is the letter of the PRISAAP President with the training details.
5. For queries and reservations, kindly text/call 09491803962 or you may send your completed registration form and a scan copy of deposit slip to [vinacalsado@yahoo.com](mailto:vinacalsado@yahoo.com).
6. Immediate dissemination of this memorandum to all concerned is desired.

  
JULIET A. JERUTA  
Director III  
Officer-in-Charge

RD:IAJ/mjp

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433, 231-1309, 414-7399, 414-7325, Office of the Assistant Director, Tel. No.: (032) 255-4542  
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030,  
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326, 414-4367, 414-7366, 414-7322, 414-4367  
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

*" EFD 2015: Karapatan ng Lahat, Pananagutan ng Lahat "*



**PRIVATE SECONDARY SCHOOL ADMINISTRATORS ASSOCIATION OF THE PHILIPPINES  
(PRISSAAP)**

c/o Murcia Open Bible Christian Academy  
Murcia, Negros Occidental

October 21, 2015

**My Dear fellow School Administrators,**

Christian Greetings!

The Private Secondary School Administrators Association of the Philippines, (PRISSAAP) will hold a **Joint Guidance Counselors and Librarians Workshop Seminar** for both public and private schools on November 20 and 21, 2015 in Hotel Fortuna, Cebu City. The invited participants are the licensed and non-licensed guidance counselor and librarians.

A registration fee of *three thousand five hundred pesos (Php 3,500.00)* will be charged to each participant to defray board and lodging, honoraria of the speakers, registration kit and other incidental expenses relative to the seminar. Registration will start at 7:00 am of November 20, 2015 and the Opening Ceremony will start at 9:00 am, the first meal will be am snacks on the first day of November 20, 2015 and lunch on the last day of November 21, 2015.

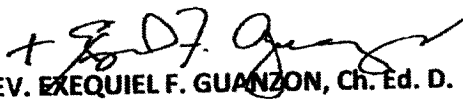
Participants are requested to send their pre-registration and reservation fee thru Asia United Bank (AUB) with PRISSAAP current account no. 204-01-0000726.

For questions or queries, and reservations, kindly text or call the undersigned at 09491803962.

You may send your completed registration form and a scanned copy of deposit slip to [vinacalsado@yahoo.com](mailto:vinacalsado@yahoo.com)

Thank you very much and God richly bless you.

Very truly yours,

  
REV. EXEQUIEL F. GUANZON, Ch. Ed. D.  
National President - PRISSAAP



**SEMINAR WORKSHOP FOR GUIDANCE COUNSELOR AND GUIDANCE IN-CHARGE**

November 20-21, 2015  
Hotel Fortuna, Cebu City

**PROGRAM OF EVENTS**

Date/Time	Activities	In-Charge
Day 1 – November 20, 2015 7:00-9:00 a.m.	Arrival of Participant, Registration	Registration Committee
9:00-10:00 am	Opening Program	Program In-Charge
10:00-10:30	Snacks	
10:30-12:00	Applications of Assessment for Classroom Purposes	Miss Cindy Francisco, RGC Univ. of St. La Salle Bacolod City
12:00-1:30	Lunch Break	
1:30-3:00	Basics of Career Coaching	Dr. Marijoy Gaduyon, RGC Univ. of St. La Salle Bacolod City
3:00-3:30	Snacks	
3:30-5:00	Workshop on Assessment and Career Integration	Miss Cindy Francisco, RGC & Dr. Gaduyon Univ. of St. La Salle Bacolod City
Day 2 – November 21, 2015 6:30-8:00 am	Breakfast	
8:00 – 8:30	Preliminaries & unfreezing Activities	
8:30-10:00	Life Work Balance for Counselors	Dr. Marijoy Gaduyon, RGC Univ. of St. La Salle Bacolod City
10:00-10:30	Snacks & Open forum	
10:00-11:30	Special Topics Session	Miss Cindy Francisco, RGC Univ. of St. La Salle Bacolod City
11:30-12:00	Lunch & Closing Ceremonies	