



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

February 17, 2025

**DIVISION MEMORANDUM**

SGOD No. 018, s. 2025

**CONDUCT OF DIVISION WIDE ADOLESCENT DEVELOPMENT EDUCATION  
PRACTICAL TRAINING (ADEPT) AND ADOLESCENT JOB AID (AJA) TO  
SELECTED OK SA DEPED PROGRAM COORDINATORS AND GUIDANCE  
DESIGNATE**

TO: Assistant Schools Division Superintendent  
Chiefs, Curriculum Implementation and  
Schools Governance and Operations Division  
Cluster Head  
School Head  
Elementary and Secondary Schools (Public)  
This Division

1. Adolescent Health Education Practical Training and Adolescent Job Aid (AJA) are essential for improving adolescent well-being, ensuring informed decision-making, and equipping professionals with the right tools to support young people.
2. Anent this, the Schools Division Office of Tacurong City through the School Health and Nutrition Unit will conduct a **Division Wide Adolescent Health Education and Practical Training (ADEPT) & Adolescent Job Aid (AJA)** on March 20-21, 2025, at 8:00 AM to 5:00 PM. The venue is at SDO Conference Hall, SDO compound, City of Tacurong.
3. The training will capacitate the selected School ARH Coordinators/Guidance Designates, School Mental Health Coordinators and School Clinic in Charge to respond to adolescents more effectively and with sensitivity guided with the ADEPT toolkit.
4. Attached are the program matrix and the list of participants to attend the said training.
5. Widest dissemination of this Memorandum and participation of all concerned are enjoined.

  
**GILDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent



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Enclosure: 1-2  
References: Republic Act No. 10354 (RPRH Law)  
Allotment: Yes  
To be indicated in the Perpetual Index under the following Subjects:

ADOLESCENT HEALTH EDUCATION PRACTICAL TRAINING    ADOLESCENT JOB AID

JYA/SGOD-SHS/DM/ DIVISION WIDE ADOLESCENT DEVELOPMENT EDUCATION PRACTICAL TRAINING (ADEPT) AND  
ADOLESCENT JOB AID (AJA) TO SELECTED OK SA DEPED PROGRAM COORDINATORS AND GUIDANCE DESIGNATE  
/ MARCH 20-21, 2025



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**DIVISION TRAINING COMMITTEE**

<b>Name</b>	<b>Designation</b>
Jonalee Y. Arquiza, RN	Training Director/Resource Person
Aisa B. Bunsu, DMD	Facilitator
April Jane L. Duadua, RN	Facilitator
Catherine Joy Q. Maratas, RN	Facilitator
John B. Bayugos	Facilitator
Angelie O. Batislaong, RN	Resource Person
Charro B. Muyco, Rpm	Resource Person
Marlow Anthony B. Buenacosa, RN	Resource Person
Jonna Mae S. Catbagan, RN	Resource Person

**LIST OF PARTICIPANTS TO THE DIVISION ADEPT & AJA**

SDO Conference Hall  
March 20-21, 2025  
8:00 AM – 5:00 PM

<b>Elementary School</b>	<b>Name</b>	<b>Designation</b>
Tacurong Pilot Elementary School	Bella Elleanor Lacro Jeanbile A. Rebaula	School ARH Coordinator
Dr. Manuel Grino Memorial Elementary School	Annaliza L. Bucog	School ARH Coordinator
Buenaflor Elementary School	Cherry Lou B. Delos Santos Recheal Ann Salinas	School ARH Coordinator School Clinic in Charge
Maria A. Montilla Memorial Elementary School	Jodel Parcon Diana S. Ortizo	School Guidance Designate School ARH Coordinator
Tina Elementary School	Gerlyn L. Talamor	School ARH Coordinator
Amado Fernandez Sr. Central Elementary School	Nessy B. Pajela	School ARH Coordinator
Pedregosa Acosta Elementary School	Obdulia Canto Mark Cabalfin	School Clinic in Charge School MHP Coordinator
Victorina P. Dasmarinas Elementary School	Melody Gacayan	School MHP Coordinator
Kalandagan Elementary School	Methuselah Alvior	School ARH Coordinator
Maria Z. Bayya Elementary School	Kristine Eullaran	School Clinic in Charge
J. Hector Lacson Elementary School	May C. Pamunag	School Clinic in Charge
New Isabela Central Elementary School	Veronica C. Del Prado	School Guidance Designate



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Upper Katungal Elementary School	Lovely Ses Arianne B. Dorin	School ARH Coordinator
Abang Suizo Integrated School	Cherry Ann Doctora	School ARH Coordinator
Rajah Muda National High School	Grace D. Gabito Rhoda Mae Agaylan	School ARH Coordinator School Clinic in Charge
Apolinario S. Bernardo National High School	Conrad Gamboa	School Clinic in Charge
Tacurong National High School	Mariegold Ann J. Japitana	School ARH Coordinator
High School		School Guidance Designate
Josue Alcasid Central School	Psyche Nava Ochinang	School ARH Coordinator
San Emmanuel Elementary School	Mary Jean Ceballos	School MHP Coordinator
Upper Katungal National High School	Mischelle Apresto	School MHP Coordinator



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**Activity Matrix**

**March 20-21, 2025 | 8:00 am | SDO Tacurong Conference Room**

TIME	TOPICS	RESOURCE SPEAKER/ FACILITATOR
<b>DAY 1</b>		
7:30-8:00 am	Registration	
8:00 am	Program proper:  Preliminaries  Welcome Remarks  Opening Message	Audio Visual Presentation  <b>Mayflor D. Romualdo</b> ES-SGOD Chief  <b>Gildo G. Mosqueda, CEO VI</b> Schools Division Superintendent
8:45-9:00 am	Statement of Purpose	<b>Jonalee Y. Arquiza, RN</b> Program Holder/Division ARH Coordinator
9:00 – 10:30	Gender and Sexuality	<b>Marlow B. Buenacosa, RN</b> CHO – HEPO III
10:30 – 11:30	Parenting Tips	<b>Angelie O. Batislaong, RN</b> NDTC – Professor
11:30 – 12:00	Protocol for Case Management of Childs Victims of Abuse, Neglect & Exploitation	<b>Charro B. Muyco, Rpm</b> CSWD-Psychologist I
<b>12:00 – 13:00</b>	<b>LUNCH BREAK</b>	
13:00 – 14:00	<b>Continuation....</b>	<b>Charro B. Muyco, Rpm</b> CSWD-Psychologist I
14:00 – 15:30	Depression and Suicide	<b>Quirico M. Batilaran RGC</b> TNHS-Guidance Counselor
15:30 – 16:15	Review of Adolescent Friendly Health Facility Standards	<b>Jonalee Y. Arquiza, RN</b> Division ARH Coordinator
16:15 – 17:00	Open Forum Evaluation	
<b>DAY 2</b>		
8:00 – 8:15	Unfreezing	
8:15 – 9:30	STI, HIV and AIDS	<b>Jonnamae S. Catbagan, RN</b> SKPH – Nurse III
9:30 – 10:00	ADEPT Toolkit Overview	<b>Jonalee Y. Arquiza, RN</b> School ARH Coordinator- SENHS



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10:00 – 12:00	ADEPT Toolkit (Module 1-5) <i>(Once done Submit a picture of the Certificate to the facilitator)</i>	
12:00 – 13:00	<b>LUNCH BREAK</b>	
13:00-14:00	ADEPT Toolkit (Module 1-5) <i>(Once done Submit a picture of the Certificate to the facilitator)</i> <b>continuation....</b>	
14:00 -15:30	Action Plan Open Forum Awarding of Certificates Instruction on Practicum using HEEEEADSSS Assessment Form	
15:30 – 16:00	Updates Closing Remarks	<b>AISA B. BUNSA, DMD</b> Dental Officer III

**CATHERINE JOY Q. MARATAS, RN**  
Podium Master



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