



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division Office of Bulacan

June 5, 2023

To: Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads

1. This is to announce that there will be a Face to Face Focus Group Discussion of training program management and resource speakers in preparation for the two-day CAPACITY BUILDING OF SELECT CLINIC TEACHERS ON THE PROVISION OF PSYCHOLOGICAL FIRST AID IN SCHOOLS on June 7, 2023 at Baliwag North Central School , 10:00 am.

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| <b>TRAINING PROGRAM MANAGEMENT</b> | Over-all Manager: Carlo Angelo P. Castillo, MD<br>Assistant Program Manager: Catrine Edriane S. De Guzman, RN<br>Training Manager: Marilene G. Ramos, LPT, MAT (SEPS, HRD)<br>Secretariat: Mae Lyn Delos Santos, RN<br>QATAME Associate: Ma.Lourdes J. Patag, LPT, MAE (SEPS, SMME)<br>Technical Working Group:<br>1. Mariezel Sulit, RN<br>2. Mary Grace Yutoc, RN<br>3. Mylene dela Cruz, RN<br>4. Shirley Burgos, RN<br>5. Charity Grace V. Igaya, RN.<br>6. Analyn T. Cruz, RN. |
| <b>RESOURCE PERSONS</b>            | 1. Pedro G. Lacap (PDO II- DRRM)<br>2. Jayson Hernandez, RGC (Guidance Counselor III, San Miguel NHS)<br>3. Lolita V. Bucot, Guidance Coordinator III, San Rafael National Trade School<br>4. Maria Niña M. Mariñas (Guidance Counselor II, FFHNAS)   |

2. The FGD Meeting aims to discuss with the team the following:
  - a. effective strategies to facilitate a smooth flow of the capacity building to be conducted on June 22-23, 2023,
  - b. Review of presentations of the speakers,
  - c. Sequence of events,
  - d. Specify activities after module discussion for effective retention and application among participants.
  - e. Other concerns related to the training



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3. Transportation expenses of participants shall be charged against school local funds.
4. This communication will serve as travel authority of participants.
5. All school heads are reminded of Dep Ed Order No. 9, series 2015 on the Instituting Measures to Increase Engaged Time on Task and Ensuring Compliance Therewith.
6. The usual cooperation is earnestly appreciated.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent

Division Letter  
No. 074 s. 2023