Unnumbered Memorandum

15 September 2023

TRAINING ON THE UNIVERSAL PREVENTION CURRICULUM (UPC) FOR SUBSTANCE USE-CURRICULUM 3: MONITORING AND EVALUATION

To  Schools Division Superintendents of Batangas Province, Lipa City and Santa Rosa City

1. In reference to the BLSS Memorandum dated September 6, 2023¹, training will be conducted on September 25-29, 2023, as part of the nine-series curriculum of UPC in Legazpi City (the exact venue to be announced).

2. Participants are the selected School Health Personnel from the Regional and School Division Offices. Kindly refer to the attached BLSS Memorandum for other details.

3. Travel expenses of the Schools Division participants will be downloaded to their Schools Division in the amount of Php 16,625.00 each; charged to SUB-ARO OSEC 4A-23-2925 subject to the usual accounting and auditing rules and regulations. It is requested that the sending office augments any fund shortages.

4. Furthermore, may we request for a letter of acceptance to download the aforementioned amount to be emailed to finance.calabarzon@deped.gov.ph

5. For questions or clarifications, kindly contact Michael Girard R. Alba, Chief of Education Support Services Division at 09178882731 or Pearl Oliveth S. Intia MD, Medical Officer IV at 0917 8110690.

6. Immediate dissemination of this Memorandum is desired.

LOIDA N. NIDEA
Schools Division Superintendent
Officer-in-Charge
Office of the Regional Director

03/ROE5

¹Training on the Universal Prevention Curriculum (UPC) for Substance Use-Curriculum 3: Monitoring and Evaluation
**Attachment 1:**
Participants and Allotted Amount for Travel Expenses during the Training on the Universal Prevention Curriculum (UPC) for Substance Use-Curriculum 3: Monitoring and Evaluation on September 25-29 in Legazpi City

<table>
<thead>
<tr>
<th>REGION/DIVISION OFFICE</th>
<th>NAME</th>
<th>POSITION</th>
<th>Amount Allotted (Php)</th>
<th>Amount to be downloaded (Php)</th>
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</thead>
<tbody>
<tr>
<td>Regional Office CALABARZON</td>
<td>Pearl Oliveth S. Intia</td>
<td>Medical Officer IV</td>
<td>16,625.00</td>
<td></td>
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<tr>
<td>Batangas Province</td>
<td>Khareen Cadano</td>
<td>Medical Officer III</td>
<td>16,625.00</td>
<td>16,625.00</td>
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<tr>
<td>Lipa City</td>
<td>Perla Vicenta de Castro</td>
<td>Medical Officer III</td>
<td>16,625.00</td>
<td>16,625.00</td>
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<tr>
<td>Santa Rosa City</td>
<td>Venus Manalo</td>
<td>Nurse II</td>
<td>16,625.00</td>
<td>16,625.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>66,500.00</strong></td>
<td><strong>49,875.00</strong></td>
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</tbody>
</table>
The Department of Education, through the Bureau of Learner Support Services-School Health Division (BLSS-SHD), will conduct the Training on the Universal Prevention Curriculum (UPC) for Substance Use - Curriculum 3: Monitoring and Evaluation on September 25-29, 2023 in Legazpi City (exact venue to be announced). This is part of the nine-series curriculum of UPC.

The said activity is in line with the National Drug Education Program (NDEP) of the Department. It aims to train the NDEP coordinators on UPC to update their knowledge on the current developments in substance use prevention.

The participants for this training are the selected regional and division NDEP coordinators who regularly attend the UPC training organized by BLSS-SHD. There will be five (5) participants per region.

It is respectfully requested that the participants be advised on the following:

2. Arrival and check-in is on September 25, 2023. Registration of the participants starts at 1:00 pm (Lunch will be served) and hotel check-in is at 2:00 pm. Opening Program is at 2:30 pm.
3. Check-out is on September 29, 2023 after breakfast;
4. Funds for traveling expenses were already downloaded to RO subject to the usual accounting and auditing rules and regulations. It is requested that the RO/SDO augment any fund shortages that may occur.
5. Participants are fully vaccinated and has the vaccination and/booster card ready. It is also requested to bring face masks and sanitizer for the duration of the activity, and still observe health protocols against COVID-19. However, participants are discouraged from attending the activity if exposed to a COVID-19 positive or if any symptoms are already being experienced.

For further details, you may contact Dr. Maria Corazon C. Dumlao, Chief, BLSS-SHD and Ms. Girlie G. Azurin, Senior Education Program Specialist, BLSS-SHD at telephone number (02) 8632 9935 or email at bliss.shd@deped.gov.ph.