



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



20 October 2025

Regional Memorandum
No. 810, s. 2025

**SCHOOL DIVISION OFFICES (SDOs) COMPLIANCE WITH
THE GUIDELINES ON THE CAREER GUIDANCE
PROGRAM SCHOOL-BASED TRAINING FOR
CAREER ADVOCATES**

To: **Schools Division Superintendents**
All Others concerned

1. In reference to DepEd Memorandum OASOPS-2024-11-604¹, this Office, through the Education Support Services Division, cordially requests confirmation of compliance from all SDOs with the prescribed participant selection and adherence to the given timeline for the implementation of SBTCA.
2. As reiteration, at least fifty percent (50%) of all secondary schools nationwide must have two (2), one male and one female, trained and certified career advocates.
3. Likewise, the Department of Education is committed to the Asian Development Bank (ADB) to meet the timeframe of completing the training, which is due by October 2025.
4. In line with this, all SDOs are requested to confirm compliance with the conduct of SBTCA in their respective divisions. Additionally, for the Region's monitoring and reporting purposes, the Division Youth Formation Coordinators shall update the status of the Division's SBTCA implementation through this link: <https://bit.ly/4nq1Wj5>
5. For further details, you may contact Mr. Ramil G. Ginete, Project Development Officer, through email at essd.calabarzon@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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¹ Implementing Guidelines on the Conduct of the Career Guidance Program School-Based Training of Career Advocates (SBTCA)



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS



ORD-UM01-2025-768

MEMORANDUM

OM-OUGOPS-2025-03-05701

TO : Regional Directors
Regional and Division Youth Formation Coordinators
Regional and Division Edukasyon sa Pagpapakatao, GMRC
and Values Education Supervisors
NEAP-Regional Focal Persons
Schools Division Superintendents
Regional and Division Chiefs (ESSD/SGOD, CLMD/CID, and HRDD)
School Heads
CGP Lead and Core Team Trainers
All Others Concerned

FROM : MALCOLM S. GARMA
Undersecretary for Governance and Operations

SUBJECT : REQUEST FOR CONFIRMATION ON COMPLIANCE WITH
GUIDELINES ON THE CAREER GUIDANCE PROGRAM
SCHOOL-BASED TRAINING FOR CAREER ADVOCATES

DATE : September 12, 2025

In line with the ongoing implementation of the Career Guidance Program (CGP) School-Based Training for Career Advocates (SBTCA), spearheaded by the regions and divisions, this Office respectfully requests confirmation on the compliance of your region with the prescribed protocol for participants selection.

As stipulated under ADB-DLI 3.3, and reiterated in the program guidelines, at least fifty percent (50%) of all secondary schools nationwide must have two (2) trained and certified career advocates—one male and one female.

In this regard, we kindly request your Office to **confirm that this protocol is being strictly observed during the conduct of the SBTCA in your region.** Additionally, we would appreciate any feedback regarding challenges or concerns encountered during its implementation.

For reference, please see Memorandum DM-OASOPS-2024-11-604, titled "Implementing Guidelines on the Conduct of the Career Guidance Program School-Based Training of Career Advocates (SBTCA)."

Your cooperation and immediate response will be highly appreciated, as this information is essential for our monitoring and reporting requirements.

For questions or concerns, please feel free to reach out to BLSS-YFD via email at blss.yfd@deped.gov.ph.

We look forward to your positive response and continued support.

Thank you.