11/13/25

2511-793

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM
No. 873, s.2025

CONDUCT OF SCHOOL-COMMUNITY ORIENTATION ON MENTAL HEALTH AWARENESS, PREVENTION AND SUPPORT SYSTEM

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to the Division Memorandum No. 827, s. 2025 titled 33rd National Children's Month Celebration, OSAEC-CSAEM WAKASAN: Kaligtasan at Karapatan ng Bata, Paglaban! the City Government of Vigan and Department of Education will conduct a one-day *"School-Community Orientation on Mental Health Awareness, Prevention and Support System"* at Vigan Culture and Trade Center on November 22, 2025.

2. Target participants of the training are:
   a. 1 School Mental Health Coordinator per public elementary and secondary school
   b. 1 Barangay Health Worker/ Barangay (within Vigan City)

3. This seminar-workshop aims:
   a. To articulate suicide statistics and prevalence, and its impact to individuals and communities;
   b. To identify suicidal behaviors and recognize risk factors,
   c. To demonstrate skills in addressing myths and misconceptions about suicide and mental health;
   d. To show familiarity, in discussion with the policies for the promotion of mental health and suicide and have the necessary skills to encourage open dialogue and provide compassionate response;
   e. To demonstrate proficiency in providing support and management of person with suicidal ideation; and
   f. To develop self-care and resilience strategies to prevent burnout and compassion fatigue ensuring their emotional well-being.

4. Enclosed is the training matrix and Program Management Team for reference.

5. This memorandum serves as locator slip to identified participants.

6. Teaching and non-teaching participants shall be entitled of service credit and compensatory overtime credits respectively, pursuant to DepEd Memorandum No. 13. s 2024 on the Revised Guidelines on the Grant of Service Credits for Teachers while non-teaching personnel will be recommended for grant of Compensatory Time-Off (CTO) in accordance with CSC/DBM Joint Circular No. 2, s. 2014 or Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

7. For inquiries, please contact Ms. Rowena Navarro, Guidance Counselor III at 09058441538 or Maribelle Artienda, CSWDO, at 09170336-6253 and 0965-122-8899 respectively.

8. Immediate and widest dissemination of this memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
14 NOV 2025
RELEASED
BY:

Enclosure 1 to Division Memorandum No. _____, s. 2025

TRAINING MATRIX

November 22, 2025		
Time	**Activity**	**Person In-charge**
7:30AM-8:00AM	Registration	PMT
8:01AM-8:30 AM	Opening Program	PMT
	* National Anthem * Prayer Welcome Remarks/ Message *Introduction of Participants *House Rules *Training Expectation *Training Overview *Pre-Test	AVP Hon. Joy Benneth Orio Sanguniang Panglungsod Member PMT
8:31 AM-9:00 AM	Module 1 : Understanding Suicide as a Public Health Concern	Sheila Cariño, Nurse II, Ilocos Sur Division
9:01 AM-10:00 AM	Module 2: Situation and Policy on Suicide-Prevention	Sheila Cariño, Nurse II, Ilocos Sur Division
10:01 AM – 10:15 AM	Health Break	
10:16 AM – 12:00 NN	Module 3: Risks Factors, Protective Factors and Warning Signs	Rowena Navarro, Guidance Counsellor III, ISNHS
12:01 NN -1:00PM	Lunch Break	
1:00 PM- 2:00 PM	Referral System	Nadia Marie Adcapan, Guidance Coordinator III
2:00 PM-3:00 PM	Nurturing the Nurturer: Caring the Carer	Rowena Navarro, Guidance Counsellor III, ISNHS
3:01 PM- 3:30 PM	Health Break	
3:30 PM-5:00 PM	Closing Program and Awarding of Certificates Post-Test Evaluation	

PROGRAM MANAGEMENT TEAM

Consultants:	Vilma D. Eda, CESO V Schools Division Superintendent Annie D. Pagdilao, EdD, CESO VI Assistant Schools Division Superintendent
Program Managers:	Dr. Arlyn D. Batulan, Medical Officer III Sherwin D. Fabre, PDO I-YFD Rowena P. Navarro, ISNHS Guidanace Counselor III
Trainers:	Rowena P. Navarro, ISNHS Guidance Counselor III Shiela Carino, SDO-IS Nurse
Monitoring and Evaluation:	Grace Castañeda. SP2, QAME
Welfare Officer	Maria Korynne P. Taborda, Nurse 2
Secretariat/Documenter	Maria Korynne P. Taborda, Nurse 2 Gwyneth P. Negapatan, ISNHS Guidance Counselor III