



TC: 2605-540

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

**DIVISION MEMORANDUM**  
No. 338 S. 2026

11 MAY 2026

**Building Responsive Adolescent Reproductive Health Program: Capacity Development for Division Health Personnel, School Nurses, Registered Guidance Counselors and Adolescent Reproductive Health Coordinators**

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

1. The Department of Education is mandated under the Responsible Parenthood and Reproductive Health Law of 2012 or Republic Act 10352 through the implementation of **Adolescent Reproductive Health Program**, this mandate aims to strengthen the guidance and counselling program by enhancing capacities of registered counselors or designated homeroom guidance teachers and selected personnel and to develop a referral network to service providers of Responsible Parenthood and Reproductive Health.

2. In line with this, the Schools Division of Vigan City through the School Governance Operations Division under the School Health and Nutrition Section shall conduct *Capacity Development for Division Health Personnel, School Nurses, Registered Guidance Counselors and Adolescent Reproductive Health Coordinators* with the theme: **Building Responsive Adolescent Reproductive Health Program** at **SDO Conference Hall (3<sup>rd</sup> Floor), Brgy IX, Vigan City on May 25 & 26, 2026.**

3. This activity aims to:

- a. To orient and train the participants on the Adolescent Health Education and Practical Training (ADEPT) toolkit, designed to improve adolescent care.
- b. To capacitate the participants in strengthening reproductive health program by providing accurate information and access to services.
- c. To equip the participants with communication skills to engage in effective, non-judgmental and confidential dialogue with adolescents.

4. The participants in this activity include School Health Nutrition Section personnel, school nurses, registered guidance counselors and school Adolescent Reproductive Health Coordinators. Teaching personnel who will render service during their summer vacation shall be entitled to the grant of service credits in accordance with CSC and DepEd Joint Circular No.2 s. 2024 and CSC DBM Circular No. 2 s.2015.



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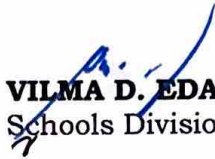
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5. All participants are requested to bring their own tumblers. For those who are undergoing medications, they are strongly advised to bring them during the activity.
6. This memorandum will serve as locator slip to the participants.
7. Attached are **Enclosure 1** (list of participants and the members of the Program Management Team) and **Enclosure 2** (Program Matrix).
8. Immediate dissemination of this memorandum is requested.

  
**VILMA D. EDA, CESO V**  
Schools Division Superintendent





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**ENCLOSURE 1**

**PROGRAM MANAGEMENT TEAM**

No.	NAME	POSITION	STATI ON	ROLE
1.	Vilma D. Eda, CESO V	Schools Division Superintendent	SDO	Consultant
2	Annie D. Pagdilao, EdD, CESO VI	Assistant Schools Division Superintendent	SDO	Consultant
3	Rodrigo Q. Reyes, Jr	Chief Education Supervisor-SGOD	SDO	Consultant
4	Edgar L. Pescador	Education Program Supervisor-	SDO	Facilitator/Class Adviser
5	Dr Arlyn D. Batulan	Medical Officer	SDO	Program Proponent
6	Cherry Lyn P. Marcos	TA I	SDO	Welfare Officer/Documenter
7	Angelyn A. Antonio	AS II	SDO	Secretariat
8	Raquel A. Follante	Principal II	SDO	QATAME
9	Aphrodite Hope Martinez	Senior Education Program Specialist	SDO	Facilitator/Class Adviser

	Resource Speakers	Position	Organization
1	Dr Glenda P. Rabino	President	Ilocos Medical Society
2	Atty Mirela A. Verzosa	Assistant Professor III	University of Northern Philippines
3	Marifel Q. Acena	Head of MAGC Program	University of Northern Philippines
4	Ms Christian Gea A. Florentino	Head of BS Psychology Program	University of Northern Philippines

	PARTICIPANTS	Position	Schools
1	Leila C. Pacpaco	ADAS II	APES
2	Alma Inamorata a. Nebab	PDO I	BPES
3	Naira Abigail Segui	AO II	BMSE
4	Estrella Adolfo	Teacher VI	BMSW
5	Rubelyn S. Alcain	Teacher V	CCES
6	Dennis Aguimbag	AO II	CAPES
7	Reginal A. Quario	AO II	CAMES
8	Ma. Cristina Emely P. Ramos	AO II	GOV E
9	Karen Gay Cu	ADAS III	JSES
10	Analyn Azada	ADAS III	MES



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11	Willie Vanne Pre	ADAS III	NES
12	Mark Jason T. Raboy	AO II	PIS
13	Ruby-An S. Tenorio	Teacher III	RES
14	Helen Q. Dela Cruz		RPES
15	Ginalyn A. Aquino		SPBES
16	Nicole A. Gascon	AO II	TES
17	Mark Linn T. Ricotoso	PDO I	VCS
18	Haidee Cynthia A. Calvo	Teacher III	VNHSE
19	Wilmarie T. Amongol	Teacher VI	VNHSW
20	Gwyneth P. Negapatan	Guidance Counselor III	ISNHS
21	Cecil Astrologio	Teacher VI	SJES
22	Ericha S. Baja	Nurse II	ISNHS
23	Charmaine T. Antiporda	Nurse I	ISNHS
24	Laurie Angela M. Agati	Nurse II	SDO
25	Maria Korynne P. Taborda	Nurse II	SDO
26	Zyra Mae Sol	Dentist II	SDO
27	Nadia Marie Agcapan	Guidance Coordinator	ISNHS
28	Rowena Navarro	Guidance Counselor	ISNHS
29	Edith Ramos	Guidance Counselor	ISNHS





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**ENCLOSURE 2**

**PROGRAM MATRIX**

<b>TIME</b>	<b>ACTIVITIES</b>	<b>RESPONSIBLE PERSON/S</b>
<b>DAY 1</b>		
8:00 AM – 8:30 am	Registration	Training Team
8:30AM – 9:00 AM	Opening Program -Philippine National Anthem  -Opening Prayer  -Welcome Message  -Acknowledgement of Participants  -Message	AVP  AVP  Annie D. Pagdilao, EdD, CESO VI, ASDS  Dr. Arlyn D. Batulan - MO III  Vilma D. Eda, CESO V, SDS
	❖ House Rules ❖ Presentation of Training Objectives	Maria Korynne P. Taborda Nurse II
<b>SESSION</b>		
9:00 AM-9:30 AM	Understanding Developmental Stages of Adolescent	Dr Glenda P. Rabino President-ISMS
9:30 AM – 10:15 AM	Teenage Pregnancy – Risk and Management	
10:15 AM- 10:30 AM	Health Break	
10:30 AM – 11:30 NN	Clinical Management of Common Adolescent Health Issues	Dr Glenda P. Rabino President-ISMS
11:30 AM – 12:00 NN	Open Forum	Laurie Angela M. Agati Nurse II
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM- 1:15 PM	Ice Breaker	Cherry Lyn P. Marcos Technical Assistant I
1:15 PM- 2:00 PM	The Legal Framework of Adolescent Reproductive Health in the Philippines	Atty Mirela A. Verzosa Assistant Professor III
2:00 PM- 3:00 PM	Parental Consent vs. Adolescent Autonomy in Reproductive Health Services	



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3:00 PM-3:15 PM	Health Break	
3:15 PM- 3:45 PM	Teenage Pregnancy and its Legal Implications	Atty Mirela A. Verzosa Assistant Professor III
3:45 PM- 4:30 PM	Confidentiality and Privacy Rights of Adolescents Seeking Reproductive Health Care	
4:30 PM- 5:00 PM	Open Forum	Laurie Angela M. Agati Nurse II

TIME	ACTIVITIES	RESPONSIBLE PERSON/S
<b>DAY 2</b>		
8:00 AM – 8:30 am	Registration	Training Team
8:30AM – 8:45 AM	Preliminaries <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Ice Breaker</li> </ul> Recapitulation	Training Team
	<b>CLIENT IDENTIFICATION AND UNDERSTANDING LEARNERS AT RISK</b>	
8:45 AM – 9:30 AM	Overview of Student Support Roles in schools	Marifel Q. Acena <i>Head of MAGC Program</i>
9:30 AM- 10:00 AM	Common Concern of Adolescent Learners	
10:00 AM-10:15 AM	Health Break	
10:15 AM- 11:00 NN	Signs and Symptoms of at-Risk Students	Marifel Q. Acena <i>Head of MAGC Program</i>
11:00 AM – 12:00 NN	Ethical Considerations	
12:00 NN – 1:00 PM	Lunch Break	
	<b>BASIC ASSISITING SKILLS AND INITIAL INTERVENTION</b>	
1:00 PM- 1:15 PM	Ice Breaker	Cherry Lyn P. Marcos Technical Assistant I
1:15 PM – 2:00 PM	Core Helping Skills	Ms Christian Gea A. Florentino <i>Head of BS Psychology Program</i>
2:00 PM- 2:30 PM	Building Rapport with Learners	
2:30 PM – 3:15 PM	Psychological First Aid	
3:15 PM – 3:30 PM	Health Break	



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**PROJECT PROPOSAL**

**I. Name of Activity:**

**Building Responsive Adolescent Reproductive Health Program: Capacity Development for Division Health Personnel, School Nurses, Registered Guidance Counselors and Adolescent Reproductive Health Coordinators**

**II. Background and Rationale:**

Adolescence is a critical stage of physical, emotional and social development, where individuals begin to explore identity, sexuality and relationships. This period is often marked by limited access to accurate information and youth-friendly health services, leaving many adolescents vulnerable to risky behaviors and poor health outcomes.

National data highlight persistent challenges affecting Filipino adolescents such as high teenage pregnancy rate which remains a concern (girls ages 10-14 years old showed 8.9% increase in cases) and increasing exposure to sexually transmitted infections (STIs) among the youth population. Many adolescents face barriers like stigma, cultural taboos, and lack of confidentiality when seeking reproductive health services. These factors contribute to unaddressed needs in reproductive health education and care particularly to the marginalized and out-of-school youth.

The government through the **Republic Act No. 10352, or the "Responsible Parenthood and Reproductive (RPRH) Health Law of 2012"**, has recognized the importance of providing comprehensive reproductive health services, which includes age-appropriate sexuality education and to offer counseling and psychosocial support services and facilities for the information on the prevention of risky behaviors including addiction, prevention and diagnosis of and proper management and treatment of STIs and information and referral to service providers to all RPRH providers.

In support of the RA No. 10352, the Department of Education issued the **DepEd Order No. 28, s 2018 also known as "Policy and Guideline on Oplan Kalusugan sa Department of Education"**, that states the provision of basic medical and dental services to learners to allow them to attain their full educational potential and one of the pillar programs is the **Adolescent Reproductive Health**, which aims to strengthen the Department's delivery of its mandate under the RA No. 10352 through guidance and counselling program by enhancing capacities of registered counselors or designated homeroom guidance teachers and selected personnel and development of a referral network to service providers on all RPRH.

The implementation of Adolescent Reproductive Health Program is vital to address existing health concerns, reduce risks, and promote overall well-being of youth and by equipping health personnel and adolescent reproductive health



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coordinators with necessary competencies, the ARH Program contributes to resilient and healthy individuals.

**III. Objectives/Purposes:**

**General Objective:**

To strengthen the capacity of School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and school adolescent reproductive health coordinators to effectively deliver and implement Adolescent Reproductive Health Program services.

1. To orient and train School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and school adolescent reproductive health coordinators on the Adolescent Health Education and Practical Training (ADEPT), a toolkit designed to improve adolescent care.

2. To capacitate School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and ARH coordinators in strengthening reproductive health program by providing accurate information and access to services.

3. To equip the School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and ARH coordinators with communication skills to engage in effective, non-judgmental and confidential dialogue with adolescents.

**IV. Proponent:**

**ARLYN D. BATULAN, MD**

Medical Officer III- Division Adolescent Reproductive Health Coordinator

**V. Schedule of Activity/ies:**

<b>Activities</b>	<b>Inclusive Dates</b>	<b>Details</b>	<b>Participants/Recipients</b>
<b>Capacity Development for School Health and Nutrition Section Personnel, school nurses and school Adolescent Reproductive Health Coordinators</b>	May 25-26, 2026	42 pax	Pls refer to the list of Participants



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**VI. Budgetary Requirements:**

Items	Quantity/Pax	Unit Cost	Total Cost
<b>1. Capacity Development</b>			
A. Venue, lunch and snacks (AM & PM)	42	500	42,000
B. Token for Speakers	4	1,000	4,000
C. Training kits for participants and PMT (Notebook and Ball point pen)	42		2,020
D. Certificates (Specialty paper, printer ink & certificate holder)	42		1,980
<b>Total</b>			<b>50,000</b>

**VII. Source of Funds:** (Continuing) Sub-Aro: ROI-26-0629

**VIII. Monitoring and Evaluation:** QAME Results, OKD Reporting Form

**IX. Expected Output:**

1. Oriented and trained School Health and Nutrition Section Personnel, school nurses and school adolescent reproductive health coordinators on the Adolescent Health Education and Peer Counselling.
2. Capacitated School Health and Nutrition Section Personnel, school nurses and ARH coordinators on strengthening reproductive health program by providing accurate information and access to services.
3. Equipped School Health and Nutrition Section Personnel, school nurses and ARH coordinators with communication skills for more effective dialogue with adolescents.

**X. Performance Indicators:**

1. Number of oriented and trained School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and School ARH coordinators Adolescent Health Education and Peer Counselling.
2. Number of empowered and capacitated School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and School ARH



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coordinators on strengthening reproductive health program by providing accurate information and access to services.

3. Number of equipped School Health and Nutrition Section Personnel, school nurses, registered guidance counselors and School ARH coordinators with communications skills.

Prepared by:

  
**ARLYN D. BATULAN, MD**  
Medical Officer III

Reviewed by:

  
**RODRIGO Q. REYES, JR.**  
Chief Education Supervisor, SGOD


Recommending Approval:

  
**ANNIE D. PAGDILAO, EdD, CESO VI**  
Assistant Schools Division Superintendent

Certified Funds Available:

  
**CHRISTOPHER MICHAEL T. GASMEN**  
Accountant III

Approved:

  
**VILMA D. EDA, CESO V**  
Schools Division Superintendent





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**Table 1-PROGRAM MANAGEMENT TEAM**

No.	NAME	POSITION	STATION	ROLE
1.	Vilma D. Eda, CESO V	Schools Division Superintendent	SDO	Consultant
2	Annie D. Pagdilao, EdD, CESO VI	Assistant Schools Division Superintendent	SDO	Consultant
3	Rodrigo Q. Reyes, Jr	Chief Education Supervisor-SGOD	SDO	Consultant
4	Edgar L. Pescador	Education Program Supervisor-Medical Officer	SDO	Facilitator/Class Adviser
5	Dr Arlyn D. Batulan		SDO	Program Proponent
6	Cherry Lyn P. Marcos	TA I	SDO	Welfare Officer/Documenter
7	Angelyn A. Antonio	AS II	SDO	Secretariat
8	Raquel A. Follante	Principal II	SDO	QATAME
9	Aphrodite Hope Martinez	Senior Education Program Specialist	SDO	Facilitator/Class Adviser

	Resource Speakers	Position	
1	Gingilil Alejandria Rabot	Nurse III	Provincial Health Office
2	Lester Aldrin Rayray	Nurse III	Provincial Health Office
3	Honey Pearl Tabieros	Nurse II	Provincial Health Office
4	Ziena Marie Ilagan	Nurse I	Provincial Health Office

**Table 2 -List of Participants**

<b>9</b>	<b>Program Management Team</b>	(refer to list)	
	<b>School Participants</b>		
<b>21</b>	Adolescent Reproductive Health Coordinators	1 per school	21 schools
<b>2</b>	School nurses	2	2 (ISNHS)
<b>3</b>	Registered Guidance Counselors	3	2 (ISNHS)
<b>3</b>	Division School Health and Nutrition Section	3	
<b>4</b>	Resource Speakers	4	Provincial Health Office
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**Capacity Development for Division Health Personnel, Registered Guidance Counselors and Adolescent Reproductive Health Coordinators**

**PROGRAM MATRIX**

TIME	ACTIVITIES	RESPONSIBLE PERSON/S
<b>DAY 1</b>		
8:00 AM – 8:30 am	Registration	Training Team
8:30AM – 9:00 AM	Opening Program -Philippine National Anthem	AVP
	-Opening Prayer	AVP
	-Welcome Message	Annie D. Pagdilao, EdD, CESO VI, ASDS
	-Acknowledgement of Participants	Dr. Arlyn D. Batulan - MO III
	-Message	Vilma D. Eda, CESO V, SDS
	❖ House Rules ❖ Presentation of Training Overview and Objectives	Training Team
<b>ORIENTATION</b>	<b>SESSION</b>	
9:00 AM-9:30 AM	Overview of Adolescent Health Program, Peer Counseling and Program Goals	Honey Pearl Tabieros Nurse II
9:30 AM – 10:15 AM	Understanding the Developmental Stages of Adolescent	Honey Pearl Tabieros Nurse II
10:15 AM– 10:30 AM	Health Break	
10:30 AM – 12:00 NN	Building Trust and Communication to Teens	Lester Aldrin Rayray Nurse III
1:00 PM- 1:15 PM	Ice Breaker	Training Team
1:15 PM- 2:00 PM	Providers Behaviors (Appropriate vs Inappropriate)	Ziena Marie Ilagan Nurse I
2:00 PM- 3:00 PM	Discussion on Referrals and Counselling	Ginglil Alejandria Rabot Nurse III
3:00 PM-3:15 PM	Health Break	



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3:15 PM- 5:00 PM	Discussion on Adolescent Health Program and Peer Counseling	Ginglil Alejandria Rabot Nurse III
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TIME	ACTIVITIES	RESPONSIBLE PERSON/S
<b>DAY 2</b>		
8:00 AM – 8:30 am	Registration	Training Team
8:30AM – 8:45 AM	Preliminaries <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Ice Breaker</li> </ul> Recapitulation	Training Team
<b>ORIENTATION</b>	<b>❖ SESSION</b>	
8:45 AM-10:00 AM	Discussion on Adolescent Health Program and Peer Counseling (continuation)	Honey Pearl Tabieros Nurse II
10:00 AM-10:15 AM	Health Break	
10:15 AM- 12:00 NN	Clinical Management for common Adolescent Health Issues	Ginglil Alejandria Rabot Nurse III
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM- 1:15 PM	Ice Breaker	Training Team
1:15 PM – 3:30 PM	Return Demo: Role Playing Scenarios	Ziena Marie Ilagan Nurse I
3:00 PM – 4:00 PM	Post Evaluation	Ziena Marie Ilagan Nurse I
4:15 PM -5:00 PM	Closing Program <ul style="list-style-type: none"> <li>❖ Awarding of Certificates</li> </ul> Closing Remarks	Training Team  Rodrigo Q. Reyes Jr CES-SGOD



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