



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA

22 August 2025

**DIVISION MEMORANDUM**  
No. 402, s. 2025

**CONDUCT OF UPSKILLING FOR HOMEROOM GUIDANCE PROGRAM (HGP) DISTRICT  
AND SECONDARY COORDINATORS**

TO: Assistant Schools Division Superintendent  
Officer-In-Charge, Chief ES-CID  
School Governance and Operations Division Chief  
Education Program Supervisors  
Public Schools District Supervisors/ District-In-Charge  
Elementary and Secondary School Heads  
All Others Concerned

1. The Schools Division of Nueva Vizcaya through the Curriculum Implementation Division (CID) shall conduct the **Upskilling for Homeroom Guidance Program (HGP) District and Secondary Coordinators** on **September 12-13, 2025**, at Bambang Central School Integrated SPED Center (BCSISC) Gym.
2. The participants are expected to:
  - a. **deepen understanding of the core principles and framework** of the Homeroom Guidance Program as outlined by the Department of Education.
  - b. **equip participants with updated strategies** for promoting learners' mental health, socio-emotional development, and resilience within the homeroom setting.
  - c. **enhance skills in data-driven planning and monitoring** of homeroom activities for improved program effectiveness and learner outcomes.
  - d. **align homeroom guidance implementation** with the goals of character development, life skills formation, and career guidance.
3. The participants in this activity are the 47 secondary, 23 district and 15 Integrated HGP Coordinators. Each participant shall prepare his/ her Travel Order. Teachers shall conduct advance classes and prepare instructional plans.
4. A registration fee of Ph 700.00 for meals and snacks for each participant shall be paid to the SDO Cashier before September 12, 2025, while meals and snacks of Technical Working Group (TWG) and training materials shall be charged to R0-2-24-1393. All expenses incurred shall be charged to school MOOE or other local funds to the usual accounting and auditing procedures.



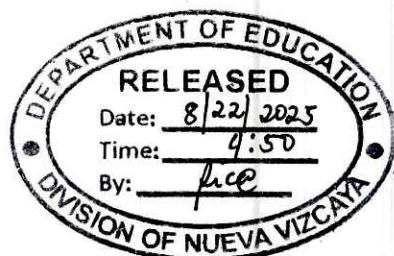
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5. The conduct of Division Staff Orientation Workshop (DSOW) of the Technical Working Group (TWG) shall be on August 29, 2025, 8:00 in the morning at Bambang Central School Integrated SPED Center, Bambang 1 District, Bambang, Nueva Vizcaya. (See attachment for the list)
6. For information and compliance of all concerned.

  
**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent  
08-2025-373 





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Enclosure to Division Memorandum No. 402, s. 2025

**List of Technical Working Group**

Name	Position	School
Wilhelmina C. Castro	EPS-EsP	CID
Trecy C. Ucol	P-III	Bambang CSISC
Illuminada C. Dapig	P-I	Sta Fe CS
Leonida H. Canayan	P-I	Catarawan ES
Elve V. Banaga	T-III	DDN NHS
Elizabeth P. Borja	T-III	Salinas HS
Norla L. Tionson	GC-III	Lamo NHS
Veless Mae Santos	T-III	Uddiawan Agri-Industrial School
Myda M. Valdez	HT-III	Nagbitin ES
Rogine D. Meria EdD	P-I	Curifang ES
Kenneth Jeyson U. Galingana EdD.	HT-III	Binatawan NHS
Leizel M. Alexander	HT-I	Dumaliguia ES
Gladies C. Barol	T-III	Sta Clara HS
Luz D. Dulnuan	T-III	Eastern NV NHS
Ritche R. Corpuz	HT-III	Beti ES
Abraham B. Singangan	HT-III	Tubongan ES
Capitulo Fernandez	HT-III	Dullao ES
Ryan Nesperos	T-III	DDN NHS
Xyrhyll Jayson P. Espiritu	T-III	Bintawan NHS