



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Office of the Schools Division
Superintendent

August 11, 2025

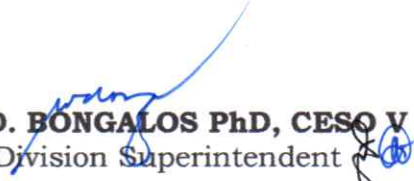
DIVISION MEMORANDUM

NO: 531 s. 2025

**ANNOUNCING THE SCHEDULE OF THE CONDUCT OF THE SCHOOL-BASED
TRAINING OF CAREER ADVOCATES (SBTCA)**

TO: Assistant Schools Division Superintendent
All Public Secondary School Heads
All Others Concerned

1. This Office hereby disseminates RM 0792 s. 2025, titled "Announcing the Schedule of the School-Based Training of Career Advocates (SBTCA)", the contents of which are self-explanatory.
2. Please see attached Memorandum for more details.
3. Immediate and wide dissemination of this Memorandum is desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent 

WDB/JAAL/SGOD/MCC/fct



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Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS



Office of the Regional Director

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REGIONAL MEMORANDUM

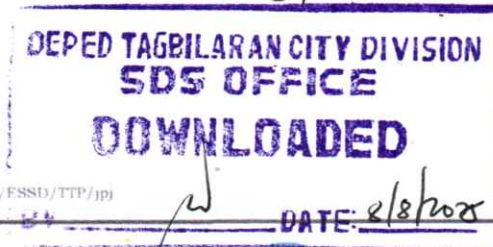
No. **0792**s. 2025

ANNOUNCING THE SCHEDULE OF THE CONDUCT OF THE SCHOOL-BASED TRAINING OF CAREER ADVOCATES (SBTCA)

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 All Others Concerned

1. This has reference to the advisory issued by the Office of the Undersecretary for Operations in relation to the conduct of the Career Guidance Program (CGP) School-Based Training for Career Advocates (SBTCA) and other related issuances.
2. All concerned Schools Division Offices are reminded of the following important matters related to SBTCA:
 - a. The SBTCA Rollout schedule shall be completed from June to September 2025, and the list of trained Career Advocates must be submitted within the same period.
 - b. Participants to the said training are Teachers. There shall be two (2) teachers per high school (1 male, 1 female). Please refer to Annex A for more details.
 - c. A Career Advocate Assessment Exam will be administered by the Regional Office Monitors on the last day of the week-long training.
 - d. The Schools Division Offices are required to submit an SBTCA Program Implementation Plan (PIP) duly approved by the Schools Division Superintendent. The PIP must include the number of participants, date, and venue of the training.
 - e. The PIP will serve as a key reference for monitoring and evaluation activities by the Asian Development Bank (ADB) and the Department of Education Central Office.
3. Moreover, the assessment exam of the Tagbilaran City SDO trained teachers will be done in the week of September 1-5, 2025. The assigned Regional Monitors will coordinate with the concerned HRDS or YFD focal person on the specific schedule and necessary arrangements.
4. For questions or clarifications, please contact Ms. Johnnyline P. Jagdon, Regional Youth Formation Coordinator-CGP Focal Person.
5. Immediate dissemination and strict compliance with this memorandum is desired.

8-87



(Handwritten signature)

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
 Director IV
 Regional Director

STJ/FYA/ESSD/TTP/jpj

DATE: 8/8/25



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Annex A
SBTCA Breakdown of Expected Number of Schools and Participants per SDO

Division Office	No. of Schools	No. of Teacher Participants per School	No. of Participants per SDO	SDO-proposed Training Schedule
Commitment to ADB	575	1 male, 1 female	1,150	June-September 2025
Bais City	16	2	32	Done
Bayawan City	25	2	50	September 22-26
Bogo City	12	2	24	September 22-26
Bohol	125	2	250	September 1-5
Canlaon City	9	2	18	September 22-26
Carcar City	15	2	30	September 15-20
Cebu City	28	2	56	September 8-12
Cebu Province	140	2	280	September 15-19
City of Naga	17	2	34	Done
Danao City	25	2	50	Done
Dumaguete City	7	2	14	Done
Guihulngan City	17	2	34	September 22-26
Lapu-Lapu City	15	2	30	September 1-5
Mandaue City	15	2	30	September 15-19
Negros Oriental	50	2	100	September 15-19
Siquijor	10	2	20	Done
Tagbilaran City	9	2	18	Done
Talisay City	15	2	30	September 22-26
Tanjay City	15	2	30	Done
Toledo City	10	2	20	September 8-12



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