



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

Office of the Schools Division
Superintendent

July 20, 2026

DIVISION MEMORANDUM
NO: 575 s. 2026

**BUILDING SAFE SCHOOLS: STRENGTHENING TEACHER CAPACITY IN RISK
ASSESSMENT AND REFERRAL, PSYCHOLOGICAL FIRST AID, AND HOMEROOM
GUIDANCE**

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

1. This Office hereby disseminates an Regional Memorandum NO. 631 S. 2026 titled " Building Safe Schools: Strengthening Teacher Capacity in Risk Assessment and Referral, Psychological First Aid, and Homeroom Guidance, "the contents of which are self-explanatory.
2. Please see attached Memorandum for more details.
3. For your information.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAAL/SGOD/MCC/fct



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

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20 JUL 2026

Office of the Regional Director

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SDS OFFICE 7-162

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20 JUL 2026

REGIONAL MEMORANDUM

No. 0631, s. 2026

BY [Signature] DATE: 7/20/2026

**BUILDING SAFE SCHOOLS: STRENGTHENING TEACHER CAPACITY IN RISK
ASSESSMENT AND REFERRAL, PSYCHOLOGICAL FIRST AID, AND
HOMEROOM GUIDANCE**

Received
07/20/26
@ 4:10 PM

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

1. Attached is DepEd Memorandum DM-OULS-2026-299 from Usec. Carmela C. Oracion dated July 15, 2026, regarding **Building Safe Schools: Strengthening Teacher Capacity in Risk Assessment and Referral, Psychological First Aid, and Homeroom Guidance** on **July 18, 2026** at 8:00 a.m., via the DepEd Philippines Facebook Page.
2. The training shall be attended by **all public school teachers, school leaders, registered guidance counselors, guidance designates, and other learner support personnel** directly involved in the implementation of learner support services and the Homeroom Guidance Program.
3. The identified regional facilitator is **Charles Matthew T. Japitan**.
4. All members of the Regional Program Management Team (PMT) are requested to attend the online preparatory and planning meeting for the regional implementation on **July 20, 2026** at **10:00 AM** via Microsoft Teams, https://bit.ly/Planning_RPMT_Risk-Referral-PFA-HRG.
5. For queries, please reach this Office through 0917-711-1697 and look for Mr. Misael G. Borgonia, Chief Education Supervisor of the Human Resource Development Division and NEAP-R Focal Person.
6. This Memorandum is for the information and compliance of all concerned.

[Signature]
DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ABB/PYA/HRDD/MGB/jmdv



DepEd Tayo Region VII



region7.deped.gov.ph



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-OULS-2026- 299

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs/ NEAP-R Focal Persons
All Others Concerned

FROM : *Carmela C. Oracion*
CARMELA C. ORACION,
Undersecretary for Learning Systems

SUBJECT : BUILDING SAFE SCHOOLS: STRENGTHENING TEACHER
CAPACITY IN RISK ASSESSMENT AND REFERRAL,
PSYCHOLOGICAL FIRST AID, AND HOMEROOM GUIDANCE

DATE : 13 July 2026

Pursuant to Republic Act No. 12080, otherwise known as the **Basic Education Mental Health and Well-Being Promotion Act**, and Republic Act No. 11036, or the **Mental Health Act**, the Department of Education (DepEd) reaffirms its commitment to promoting learners' mental health and well-being through school-based systems that support the early identification of learners at risk, timely intervention, and appropriate referral mechanisms. Complementing these efforts, the Homeroom Guidance Program serves as a key preventive and developmental intervention that fosters learners' social-emotional competencies, resilience, and essential life skills.

To strengthen teachers' competencies in recognizing risk factors and warning signs, conducting initial risk assessment within the scope of their roles, providing Psychological First Aid (PFA), effectively implementing the Homeroom Guidance Program, and activating appropriate referral pathways, the Department of Education, through the National Educators Academy of the Philippines (NEAP), in collaboration with the Bureau of Learner Support Services-Learners' Wellness Office (BLSS-LWO), shall conduct the **Building Safe Schools: Strengthening Teacher Capacity in Risk Assessment and Referral, Psychological First Aid, and Homeroom Guidance** on July 18, 2026, 8:00 a.m., via the DepEd Philippines Facebook Page.

The training shall be attended by all **public school teachers, school leaders, registered guidance counselors, guidance designates, and other learner support personnel** directly involved in the implementation of learner support services and the Homeroom Guidance Program.

The training aims to enhance participants' competencies in identifying learners at risk and implementing responsive Homeroom Guidance interventions that promote learners' holistic development, well-being, and academic success.

Specifically, the training seeks to:

- a. Deepen participants' understanding of the risk factors affecting learners' academic performance, behavior, psychosocial development, and mental health, as well as the policies and frameworks governing learner support services;
- b. Strengthen participants' competencies in conducting risk identification, implementing Homeroom Guidance strategies, providing Psychological First Aid within the limits of their professional roles, and designing appropriate learner-centered interventions; and
- c. Foster participants' commitment to promoting empathy, inclusivity, child protection, mental health advocacy, and holistic learner development through proactive learner support.

To ensure the effective implementation and sustainability of the program, all Regional Offices are directed to organize their respective Regional Program Management Teams (RPMTs). The RPMTs, led by the NEAP Human Resource Development Division (HRDD) and the Regional Learner Wellness Focal Person, shall oversee the regional implementation of the program, lead and facilitate the conduct of the regional training replication, coordinate implementation activities, monitor program delivery, and ensure the broadest possible participation of teachers and school leaders.

Regional Offices, through their registered guidance counselors and other designated learner support personnel, are likewise directed to provide technical assistance to Schools Division Offices (SDOs) and schools in strengthening risk identification processes, enhancing referral mechanisms, and supporting the effective implementation of the Homeroom Guidance Program.

An online preparatory and planning meeting for the regional implementation shall be conducted on **20 July 2026 (Monday), 10:00 a.m.** All members of the Regional Program Management Team (PMT) are requested to attend. The meeting will be held via Microsoft Teams through the link: https://bit.ly/Planning_RPMT_Risk-Referral-PTA-HNG.

Enclosed for reference are the following:

- a. **Enclosure 1** – Program Matrix; and
- b. **Enclosure 2** – List of Resource Speakers and Facilitators.

Participants who complete the training and satisfy the attendance requirements shall be entitled to Vacation Service Credits (VSCs) in accordance with DepEd Order No. 013, s. 2024, *Revised Guidelines on the Grant of Vacation Service Credits to Teachers*, or Compensatory Time-Off (CTO) pursuant to CSC DBM Joint Circular No. 2, s. 2004, *Non Monetary Remuneration for Overtime Services Rendered*, whichever is applicable.

Training expenses incurred by the Regional Offices, and Schools Division Offices in relation to participation in and implementation of the training shall be charged against their respective local funds, Maintenance and Other Operating Expenses (MOOE), and/or other available funds, subject to the usual accounting and auditing rules and regulations.

For inquiries and clarifications, please contact the NEAP-Professional Development Division through email at neap.pdd@deped.gov.ph.

Immediate dissemination of and compliance with this Memorandum are directed.



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NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

PROGRAM MATRIX

SESSION TITLE	TIME ALLOTMENT	RESOURCE PERSON ASSIGNED
Module 1 -Intensifying the Role of Teachers in Risk Assessment and Referral		
1. Definition of risk, risk assessment and referral	5 minutes	Ma. Katleen Maye A. Haban
2. Legal Bases of Risk Assessment and Referral a) RA 11036 "The Mental Health Act" b) DepEd Order no.18 s.2015: Guidelines-Procedures on the Management of CAR-CICL c) DM-OUCI-2021- 359: Guidelines on the Counseling and Referral System of Learners for S.Y. 2021-2022 d) DO 40, s. 2012 Child Protection Policy e) RA 9258 or "The Guidance and Counseling Act of 2004" f) DO 106, s. 2026 or The Guidelines for Ensuring a Safe and Motivating Learning Environment (ESMLE)	15 minutes	Ma. Katleen Maye A. Haban
3. How to do risk assessment? a) At risk learners (DO 18, s. 2015) b) The need for multi-tiered System Support Intervention c) Risk assessment tools (DO 050, s. 2025; DO 18, s. 2015) d) Risk assessment process	30 minutes	Marylou B. Saban
4. 5W's and 1H of Referral a) Why refer? b) What to refer? c) Who to refer? d) When to refer? e) Where to refer?	30 minutes	Kareen B. Arcenas



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1) How to refer? Question and Answer	30 minutes	
Module 2 – Psychological First Aid		
1. Preliminary Activities	15 minutes	Ryan A. Betoya
2. Helping Behavior, Common Reaction and Reactions Differ	15 minutes	Ryan A. Betoya
3. Psychological First Aid	20 minutes	Ryan A. Betoya
Question and Answer	30minutes	
Module 3 – Orientation on Homeroom Guidance		
1. Define Homeroom Guidance Program / Relevance	20 minutes	Joan B. Cañeda
2. Sample Class Program, Available materials (Cull out from existing materials)	15 minutes	Lorena Maria D. Castillo
3. Facilitation (Sample)	10 minutes	Melanie O. Mandin
Question and Answer	30 minutes	



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Enclosure 2

LIST OF RESOURCE PERSONS AND REGIONAL FACILITATORS

Resource Persons

NAME	REGION
Ma. Kathleen Maye A. Haban	Region 2
Karen B. Arcenas	Region 6
Joan B. Cañeda	Region 10
Melanie O. Mandin	Region 11
Ryan A. Betoya	Region 12
Lorena Maria D. Castillo	National Capital Region
Marylou B. Saban	Negros Island Region

Regional Facilitators

NAME	REGION
Annabella G. Dingwasen	1
Ma. Aleli M. Mabborang	2
Ma. Joseph Patrick M. Enriquez	3
Rio G. Gan	4 A
Floyd A. Socrates	4 B
Kurt Essa A. Rastrullo	5
Rona Esther Suizo	6
Charles Matthew T. Japitan	7
Julienne Rose P. Saballa	8
Mark Risty S. Tan-awon	9
Lawrence T. Pastrano	10
Melecane M. Carrillo	11
Lucita Sunshine G. Balucos	12
Generuth M. Bagaforo	CARAGA
Eldon Harris B. Soriano	CAR
Rhia C. Josan	National Capital Region
Kathleen D. Omoso	Negros Island Region