



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

September 23, 2021

DIVISION MEMORANDUM

No. 190, s. 2021

ESTABLISHMENT OF E-GUIDANCE CENTER IN SCHOOLS

To: Public Schools District Supervisors
Heads of Public Elementary, Secondary, Integrated and Private Schools

1. Amidst situational crisis, education sector is experiencing hard times in giving quality education. Face to face delivery of instruction is quite difficult to administer. However, the facilitation of guidance services must continue in addressing the problems, issues and concerns of the learners. In response to the crisis situation, the Schools Division of Capiz, through the EsP and Guidance program under Curriculum Implementation Division (CID) will introduce and establish E-Guidance Center in all schools as alternative way to reach out our clientele in distant education starting this School Year 2021-2022.
2. The E-Guidance Center aims to:
 - a. introduce relevant guidance services through online and other forms of social media ;
 - b. contribute to the development and delivery of distant education;
 - c. address problems, issues and concern of the learners in the pursuit of academic achievement, personal formation and career development and;
 - d. continue cultivating culture of champions in academics and positive development of character.
3. E-Guidance as cited by HECSU research, *is an opportunity to give more guidance to more people, more often, at a distance*(Offer et al, 2001 and Madahar, 20013). Thus, Offering the guidance services of the E-Guidance Center shall focus only on *Orientation, Facilitating, Enrichment/Wellness and Mental Health, Follow-up, Referral and Information service.*
4. The services can be delivered through online using google classroom/google meet or telephone call and the use of social media platform such as Facebook, Youtube and Facebook Messenger with a sense of responsibility, respect and discernment. Follow-ups on sensitive issues can be treated through home visitation with strict compliance to health safety protocol and confidentiality.



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5. Schools in the division are encouraged to establish and enhance the services to be provided according to their need and own context. The Teacher-in-Charge of the guidance, guidance advocate and the Registered Guidance Counselor is in-charge of the E-Guidance Center in supervision of the school head. For more information and technical assistance, please refer to Alan Vincent B. Altamia, EPS- incharge of EsP and Guidance at CP # 09394927866.
6. Expenses relative to the conduct of this program in schools shall be charged against Local Funds subject to the usual accounting and auditing rules.
7. Immediate dissemination of this memorandum is desired.


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Schools Division Superintendent

SEP 22 2021



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