



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

September 14, 2023

DIVISION MEMORANDUM
NO. **470** s. 2023

**MENTAL HEALTH SEMINAR WORKSHOP: NON SUICIDAL SELF-INJURY
PROTOCOLS IN SCHOOLS**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID
OIC, Office of the Chief Education Supervisor, SGOD
Public Schools District Supervisors
Heads, Public Elementary, Secondary and
Integrated Schools
District Mental Health Focal Persons
Secondary School Mental Health Focal Persons
Division Youth Formation Unit
All Others Concerned

1. In reference to DepEd Order No. 14, s. 2020 titled “**Guidance on the Required Health Standards in Basic Education Offices and Schools**”, this office prioritizes the promotion and protection of the mental health and general welfare of its personnel and learners through the provision of Mental Health and Psychosocial Support Services (MHPSS) to improve and strengthen the mental resilience of all learners and DepEd personnel.
2. In this connection, this Office through the School Health Unit of the School Governance & Operations Division (SGOD) will conduct a Seminar Workshop on Mental Health: Non Suicidal Self-Injury (NSSI) Protocols in Schools on September 23, 2023 from 7:30am to 5:00pm to be held at Capiz Division Multi-Purpose Hall, Banica, Roxas City. Participants to this activity are the 18 District Mental Health Focal Persons, 54 Secondary School Mental Health Focal Persons, 24 Integrated School Mental Health Focal persons, two Division Youth Formation Section Program Development Officers and eight School Health Unit Personnel.
3. This activity aims to capacitate teachers and school personnel in understanding factors to consider in the promotion and restoration of adolescent mental health; identify physical and behavioral warning signs of



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non suicidal self-injury; develop appropriate response in handling NSSI and formulate individual school Self-Injury flow chart for referral.

4. Participants and trainers are entitled to service credits in accordance with DepED Order No. 53, s.2023 titled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the Other Hand, Non-teaching personnel including the management shall be provided with Compensatory Time Off (CTO) as per Civil Service (CSC) and Department of Budget and Management (DBM) Joint Circular No.2, s.2004 on Non-Monetary Remuneration for Overtime Service Rendered.
5. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability or other factors, and, and personal circumstances contrary to the principles of equal opportunity
6. Expenses for lunch and snacks during the conduct of this activity shall be charged against the Division MOOE funds while traveling expenses of participant are chargeable against school MOOE funds subject to usual accounting and auditing rules and regulation.
7. Immediate dissemination of this memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

End: As stated
Reference: DepEd Order No. 14, s.2020
To be indicated in the Perpetual Index
under the following subjects:

HEALTH AND NUTRITION

LEARNERS

POLICY

REPORTS



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