



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

March 6, 2024

**DIVISION MEMORANDUM**

No. 136, s. 2024

**PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT SURVEY FOR DEPED  
GUIDANCE DESIGNATES**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. Attached is Regional Memorandum No. 163, s. 2024 dated March 4, 2024 regarding the Participation in the **Training Needs Assessment Survey for DepEd Guidance Designates**.
2. All Guidance Designates are requested to accomplish the TNA Survey through the link on or before March 15, 2024:  
<https://bit.ly/GuidanceDesignates>.
3. Immediate dissemination of and compliance with this Memorandum are desired.

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

Attachment: As stated

Reference: As stated

To be indicated in the Perpetual Index  
Under the following subjects:

GUIDANCE DESIGNATES

SURVEY

TRAINING



Address: Banica, Roxas City

Contact Number: (036) 620 2371

Email Address: capiz@depd.gov.ph



Republic of the Philippines  
**Department of Education**  
 REGION VI – WESTERN VISAYAS

MAR 04 2024

REGIONAL MEMORANDUM

No. 163 s. 2024

**PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT SURVEY  
 FOR DEPED GUIDANCE DESIGNATES**

To: Schools Division Superintendents  
 All Others Concerned

- Attached is MEMORANDUM DM-OUHROD-2024-0322 from the Office of the Undersecretary for the Human Resource and Organizational Development dated February 26, 2024 regarding the **Participation in the Training Needs Assessment Survey for DepEd Guidance Designates**.
- All Guidance Designates are requested to accomplish the TNA Survey through the link on or before **March 15, 2024**: <https://bitly/GuidanceDesignates>.
- Immediate dissemination of and compliance with this Memorandum are desired.

**RAMIR B. UYTICO EdD, CESO III**  
 Regional Director

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index under the following subject:

LEARNERS

SURVEY

TRAINING

JGF/HRDD/DM-OUHROD-2024-0322-Participation in the TNA Survey for DepEd Guidance Designates  
 15/February 29, 2024



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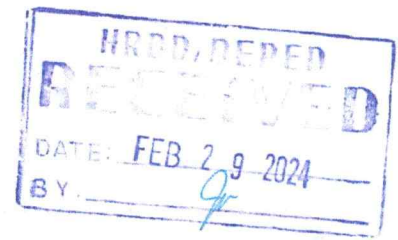


Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM  
DM-OUHROD-2024-0322

✓  
FEB 27 2024  
979

TO : **Regional Directors**  
**Schools Division Superintendents**  
**Public Elementary and Secondary School Principals**  
**All Others Concerned**

FROM : **WILFREDO H. CABRAL**  
*Regional Director*  
*Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development*

SUBJECT : **PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT SURVEY FOR DEPED GUIDANCE DESIGNATES**

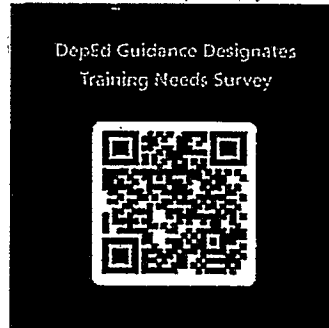
DATE : 26 February 2024

1. In line with the *MATATAG* Agenda, particularly on taking good care of learners, fostering inclusive education, and creating a positive learning environment, the National Educators Academy of the Philippines (NEAP) recognizes that guidance designates are tasked with a significant role of providing enhanced support in contribution to the overall well-being of learners. In this regard, a targeted training program will be developed to empower guidance designates to successfully perform their crucial duties and responsibilities.
2. To prepare for this, the NEAP Professional Development Division (NEAP-PDD) is requesting your participation in the ***Training Needs Assessment (TNA) Survey for Guidance Designates*** which aims to determine specific areas of professional development that will allow guidance designates to do the following:
  - Fortify their capacities and align their efforts with the *MATATAG* Agenda;
  - Strengthen their ability to support learners effectively; and
  - Contribute to the broader goal of cultivating a positive and inclusive educational landscape.
3. The data and insights that will be gathered from this survey will serve as the baseline for the development of a targeted training program for guidance designates.



4. **NEAP-PDD hereby requests ALL GUIDANCE DESIGNATES to accomplish the TNA Survey through the link or QR Code below on or before 15 March 2024 (Friday).**

**<https://bit.ly/GuidanceDesignates>**



5. For further information or any concerns, please contact **Ms. Millie Jane Fudolig**, NEAP-PDD Senior Education Program Specialist, through email [millie.fudolig@deped.gov.ph](mailto:millie.fudolig@deped.gov.ph) / [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) and or landline (02) 8633-9455.
6. Immediate dissemination of and appropriate action on this Memorandum are instructed.

**Copy furnished:**  
**ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

*[NEAP-PDD/Lorenzo]*