



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

21 OCT 2025

DIVISION MEMORANDUM
NO. 546 s. 2025

**FINALIZATION OF THE COMPLETION REPORT ON THE IMPLEMENTATION
OF SCHOOL BASED TRAINING OF CAREER ADVOCATES (SBTCA) AND
ACTION PLANNING OF YOUTH FORMATION PPAs**

To: Office of the Assistant Schools Division Superintendent
Chief Educations Supervisors (CES)/OIC-CES
Public Schools District Supervisors
Heads of Public Secondary, Integrated and Elementary Schools
All Others Concerned

1. Relative to Division Memorandum No. 441, s. 2025 titled Division Orientation and Workshop on the Implementation of School-Based Training of Career Advocates (SBTCA) and Learners' Rights and Protection, this Office through the Human Resource Development Unit and Youth Formation Unit will be conducting the **Finalization of the Completion Report on the Implementation of School-Based Training of Career Advocates (SBTCA) and Action Planning of Youth Formation PPAs** on October 22-23, 2025 at **Aura Condotel, Lawaan, Roxas City**.
2. Attached are the list of expected participants as Enclosures No. 1 respectively.
3. Travel and other relative expenses of the participants are chargeable against School MOOE both subject to the usual accounting and auditing rules and regulations.
4. This Memorandum shall serve as the Authority to Travel for all aforementioned participants.



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5. Immediate dissemination of and strict compliance with this Memorandum are desired.


ROEL F. BERMEJO

Schools Division Superintendent


Encl.: As stated

Reference: DM No. 441, s. 2025

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

SCHOOLS

YOUTH FORMATION



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Enclosure No. 1 to SDM _____, s. 2025

LIST OF PARTICIPANTS

NO.	NAME	POSITION/ DESIGNATION	SCHOOL
1	Edna B. Azcarraga	SGOD Chief	SDO Capiz
2	Yzarda Claudette D. Ballera	PDO 1 – YFD	SDO Capiz
3	Jhean Mae Grace Lingco	PDO 1 – YFD	SDO Capiz
4	Ronald D. Dile	SEPS – SMME	SDO Capiz
5	Immaculada J. Amores	SEPS – HRD	SDO Capiz
6	Jerry Mosquite	EPS II – HRD	SDO Capiz
7	Arnold Delfin	ALS Teacher	Braulio Morgan R. Patricio ES
8	Lea Palmes	ALS Teacher	Joaquin Artuz ES
9	Joy Arnold Lejos	Medical Officer III	SDO Capiz
10	Jonel Sembrano	Principal III	Maayon ES
11	Candelaria Talabucon	Nurse II	SDO Capiz
12	Jason Portada	PDO 1	President Roxas East ES
13	Faith Angel Louise Alvarez	DFSSLG President	Dumalag NHS
14	Ysay Grace Banico	DFSSLG Vice President	Feliciano Yusay Consing NHS
15	Clydd Jenner Generoso	DFSSLG Secretary	Estefania Montemayor NHS
16	Jan Fred Condino	SSLG Adviser	Dumalag NHS
17	Reynaldo Palangre	SSLG Adviser	Feliciano Yusay Consing NHS
18	Are Silva	SSLG Adviser	Estefania Montemayor NHS
19	Clint Rovie Dequiña	YES-O Moderator	Panitan NHS
20	Benjie Florentino	YES-O Moderator	Maindang NHS



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21	Janice Rivas	YES-O Moderator	Mambusao NHS
22	Jona Concepcion	YES-O Moderator	Maayon NHS
23	Elna Grace B. Aducal	BKD Coordinator	Commissioner Luis R. Asis NHS
24	Leony Aguilar	BKD Coordinator	Capiz NHS
25	Christopher Obispado	BKD Coordinator	Sapian NHS