



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

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August 30, 2023

**DIVISIONAL MEMORANDUM**

No. 262, s. 2023

**TRAINING ON ADOLESCENT JOB AID (AJA)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Elementary/Secondary School Heads and Department Heads  
Concerned Personnel  
This Division

1. Relative to DepEd Order No. 28, s. 2018 titled Policy and Guidelines on Oplan Kalusugan sa Department of Education, this Office informs the field on the conduct of Adolescent Job Aid Training (AJA) for School Guidance Designate/School-Based Teen Center Manager on September 5-7, 2023 at Royal Garden Hotel at 8:00 a.m. to 5:00 p.m.
2. The 3-day activity aims to:
  - A. capacitate school guidance designate/ARH coordinators on how to deal with gender-responsive issues;
  - B. provide appropriate information, skills and services to adolescents and young people;
  - C. strengthen functionality of friendly school-based teen center;
  - D. guide them how to use referral system to other government agencies.
3. The participants to this training are the School Guidance Designates and Teen Center Managers from the elementary and secondary public schools of the 10 districts of the division. See attached enclosure for the list of participants.
4. There will be no registration fee. Jhpiego and the SHE Project shall shoulder the accommodation, meals and training supplies of participants and facilitators. Enclosed is the list of participants.
5. Queries regarding this matter may be channeled to Dr. Alice Fe C. Paderanga @ 0917-7222-026 or 0918-933-5034.



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Our LEARNERS: *The Diamonds of the Fortress.*  
USENSO OZAMIZ!



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6. The participation of teachers to this training is in adherence to this Office's Implementation of Equal Opportunity Policy (EOP) that is regardless of age, gender, sexual orientation, gender identity, ethnicity, civil status, disability, religion, political affiliation, among others.

7. Immediate dissemination of this Memorandum to concerned personnel is highly enjoined.



**NIMFA R. LAGO, CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

Encl: As Stated  
Reference: Republic Act No. 10354  
To be indicated in the Perpetual Index

**HEALTH EDUCATION POLICY LEARNERS SCHOOL TEACHERS**  
AGR/DM 2023 Training on Adolescent Job Aid

\_\_\_/August 30, 2023



Enclosure 1

Participants for Adolescent Job Aid Training at Royal garden Hotel, Ozamiz City  
on September 5-7, 2023.

District/School	Name	Position
Division Office	1.Lourben Mae O. Lumasag	Nurse 11
D1 OCNHS	2.Helen A. Rizada	T-II
Sancho Capa IS	3.Miraluna C. Jalalon	T-1
D2 OCCS	4.Mary Joy Paundog	T-III
D3 Misamis Annex IS	5.Bobbie James A. Olmedo	T-1
D4 OCSAT	6.Leonie Gualberta L. Bernido	T-III
	7.Cathylen S. Arnoco	T-II
	8.Rose Sheila A. Roque	ASP-II
San Antonioii NHS	9.Honey Lou C. Paiton	T-III
D5 Labo NHS	10.Allianah Gayle Sismond	T-1
	11.Christher Jane	SPST-I
D6 Jose Lim Ho NHS	12.Maricor L. Jacomilla	T-1
	13.Renald V. Pabucaya	T-III
D7 Montol NHS	14.Sheila D. Cartajenas	T-III
	15.Geneve Chrisitan D. Pang-an	T-1
D8 Cogon IS	16. Mary Joy J. Zapatos	T-1
Gala NHS	17. Chrillie Mae L. Cuarteros	T-1
Marcelino Regis IS	18.Ahna Faith E. Duhali	T-III
D9 Cruz Lanzado IS	19.Sheila Mae O. Villantes	T-I
Malaubang IS	20.Joemamrie P. Tagalog	T-1
	21.Rodolf R. Saligan	T-III
Pulot NHS	22.Cherry Mae R. Lerona	T-II
D10 Labinay NHS	23.Sadat L. Manalangcay	T-II
Tabid NHS	24.Razel L. Bayron	T-II
	25.Lisa C. Abella	T-1