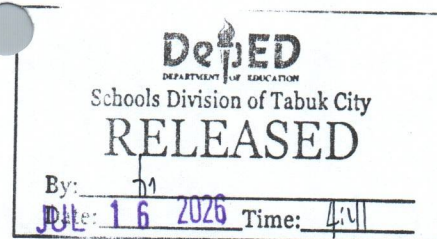




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

15 JUL 2026

DIVISION MEMORANDUM
NO. **314**, s. 2006

**UPDATING OF GUIDANCE COUNSELOR/ DESIGNATE INFORMATION AND
SUBMISSION OF ANNUAL PROGRAM PLAN FOR SY 2026-2027**

To:

CID and SGOD Chiefs
Public Schools District Supervisors
School Heads of Elementary and Secondary Schools
All others Concerned

1. All schools are hereby directed to update their Guidance Counselor/ Designate information and submit their duly approved Annual Guidance Program Plan for School Year 2026-2027 not later than July 31, 2026 through <https://tinyurl.com/GuidancePersonnel26-27>.
2. This undertaking aims to ensure accurate monitoring and technical assistance for the school-based guidance programs, and continuing implementation of Division Memorandum No. 88, s. 2025 stipulated Guidance Designate's functions for the best interest of our learners.
3. Editable soft copies of the sample Annual Guidance Program Plan for both elementary and secondary schools shall be forwarded to school heads through official online channels upon release of this memorandum.
4. Please contact Mr. Ramonchito A. Soriano, CID Chief Education Supervisor or Ms. Doddie Marie L. Duclan, Education Program Supervisor/ Schools Division Counselor (CP no. 09156185054) for any clarification arising from this memorandum.
5. Widest dissemination of this memorandum is enjoined.

CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

cid/guidance_program//updating_of_guidance_Counselor/designate_information



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