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

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BY: Kristine Keith Ambatang
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Reference Number: RU-2026-158

November 18, 2026

**DIVISION MEMORANDUM**
No. 531 s, 2026

**CONDUCT OF MENTAL HEALTH AWARENESS AND PSYCHOSOCIAL SUPPORT PROGRAM FOR SELECT NON-TEACHING PERSONNEL**

**To:** All Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with the implementation of DepEd's Mental Health Program and related initiative under the Mental Health Act (Republic Act No. 11036) and the Basic Education Mental Health and Well-Being Promotion Act (Republic Act NO. 12080) the Schools Division Office through the School Governance and Operation Division shall conduct a Two-Day Mental Health Awareness and Psychosocial Support Program for Non-Teaching Personnel on **December 3-4, 2026, at Kagitingan Hall**, SDO Tabuk City.

2. The two-day activity specifically aims to:

   a. Increase awareness and understanding of mental health conditions, and their importance in the workplace;
   b. Recognize common workplace stressors and their possible effects on the emotional, psychological, and social well-being of non-teaching personnel;
   c. Develop practical skills in stress management, emotional regulation, self-care, and coping with workplace challenges;
   d. Provide psychosocial support activities that promote emotional wellness resilience, and positive interpersonal relationships;

3. The activity shall be participated by selected School-Based non-teaching personnel from Elementary, Integrated and Secondary schools. (See enclosure 1)

4. Enclosed is the activity matrix for your reference.

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

[redacted]
**CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI**
OIC-Schools Division Superintendent

**Address:** Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
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DepEd Tayo Tabuk City

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

**Office of the Schools Division Superintendent**

**Enclosure 1 to Div. Memo No** 531 **s 2026**

## Program Matrix

| December 3, 2026 | | |
|---|---|---|
| TIME | ACTIVITIES | Speaker/Facilitator |
| 7:30- 8:00 | Registration | Janice Mangaoang N-II<br>Jocelyn L. Lomeng N-II |
| 8:01- 8:45 | Opening Program | |
| | Preliminaries | |
| | Roll Call | Russelle S. Ngao-I N-II |
| | Statement of Purpose | Shirley C. Sarmiento N-II |
| | Opening Remarks | Sally P. Feken CES SGOD |
| | Message | Christopher C. Benigno, PhD, EdD, CESO VI<br>OIC-Schools Division Superintendent |
| 8:46 – 10:00 | Understanding Mental Health in the Workplace | Edilbert G. Abubo SCA AgbannawagNHS |
| 10:01 – 10:15 | Health Break | |
| 10:15 – 12:00 | Thriving Under Pressure: Decoding the Quiet Alarms of Stress, Anxiety and Burnout | Raymund Mario T. Chan- Chapter Administrator Red Cross |
| 12:01 –1:00 | LUNCH BREAK | |
| 1:01` – 3:00 | Heal, Hear, Harmonize: A Workplace Essentials | Raymund Mario T. Chan- Chapter Administrator Red Cross |
| 3:01–3:15 | Health Break | |
| 3:16 – 4:30 | I Have, I am, I can: Discovering My Inner Strength and Support System | Arthur Jude C. Lozano SCA WTCS |
| 4:31-5:00 | Reflection and Synthesis | |
| | | |

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| **December 4. 2026** | | |
|---|---|---|
| 8:00 – 8:40 | Management of Learning | Participants |
| 8:41 – 10:15 | The Mirror Within: Unlocking Emotional Intelligence and Self-Awareness | Alyssa May L. Lumawig- SCA KNHS |
| 10:15- 10:30 | Health Break | |
| 10:30 – 12:00 | Healthy Body, Healthy Mind: Everyday Habits for Mental Wellness | Shirly P. Labawig N-II TugaNHS |
| 12:01 – 1:00 | Lunch Break | |
| 1:01 – 2:00 | Unplug to Recharge: Finding Your Rhythm Between Work and Life | Michell C. Liclic, Guidance Designate KNHS |
| 2:01- 3:00 | Mental Health Support, Help seeking Behavior and Referral Mechanism | Doddie Marie L. Duclan EPS |
| 3:01 – 3:15 | Health Break | |
| 3:16 – 4:15 | Workplace Wellness Team Challenges | Arthur Jude C. Lozano SCA WTCS |
| 4:16 – 5:00 | Reflection, Commitment Setting<br>Closing Program | Facilitator |

Enclosure 2 to Div. Memo No 531 s 2026

## LIST OF PARTICIPANTS, FACILITATORS AND SPEAKERS

| NUMBER | District | School | Name | Position |
|---|---|---|---|---|
| 1 | ETD1 | Ipil IS | Rochelle S. Baguiyac | AO II |
| 2 | ETD 1 | Maledda IS | Rona L. Lang-ay | PDO I |
| 3 | ETD I | NAINHS | Aza Lea C. Rodriguez | AO II |
| 4 | ETD 1 | BCS | Mugao, Lenie Lugao | PDO I |
| 5 | ETD II | Dananao ES | Christy M. Lamitar | PDO I |
| 6 | ETD II | Lacnog IS | Precious Ann P. Quadra | AO II |
| 7 | ETD II | San Pablo IS | Esmeralda A. Costales | AO II |
| 8 | ETD III | Agbannawag CS | Frances Alayza D. Parungao | PDO I |
| 9 | NTD I | Casigayan ES | Benie Jhie T. Bariuan | PDO I |
| 10 | NTD I | Tabuk City NHS | Phoebe Evem S. Asingal | PDO I |
| 11 | NTD I | TCCS | Raymunda Anongos | PDO I |
| 12 | NTD II | Balong CS | Rinalyn M. Nieves | PDO I |
| 13 | NTD II | Balong NHS | Sally D. Salvador | AO II |
| 14 | NTD II | Dilag IS | Herene G. Paragas | AO II |
| 15 | NTD II | Gradual Discovery | Floremay C. Barrera | PDO I |
| 16 | NTD II | Pantar ES | Maureen D. Martinez | PDO I |
| 17 | NTD II | San Julian ES | Rosalinda M. Ramirez | PDO I |
| 18 | STD I | Bulanao West ES | Jonalyn E. Arellano | PDO I |
| 19 | STD I | Callagdao ES | Michael Tom S. Cabay | PDO I |
| 20 | STD I | KNHS | Micah D. Benito | AO II |
| 21 | STD II | Calaccad NHS | Kristine Jane C. Owek | AO II |
| 22 | STD II | Cudal CS | Claire Ann L. Amoga | PDO I |
| 23 | STD II | Cudal NHS | Yang Kevin T. Mendoza | AO II |
| 24 | STD III | Amlao IS | Elizabeth S. Enciso | AO II |
| 25 | STD III | Balawag NHS | Erma Joy S. Dumalsin | AO II |
| 26 | WTD I | Bado Dangwa NHS | Marvin G. Padilla | AO II |
| 27 | WTD I | Lanna ES | Ruchelle T. Quimao | AO II |
| 28 | WTD I | New Tanglag NHS | Melopy P. Idanan | AO II |
| 29 | WTD I | Tangbay ES | Apple Ann A. Valledor | PDO I |
| 30 | WTD I | Tuliao ES | Mark Gerald B. Suyu | PDO I |
| 31 | WTD I | Tuga NHS | Clifford Kaysonne M. Rivera | AO II |
| 32 | WTD I | WTCS | Mark Clinton G. Pacudan | PDO I |
| 33 | WTD II | Bado Dangwa CS | Ella P. Abad | PDO I |
| 34 | WTD II | Dupag NHS | Querubin T. Addawi | AO II |
| 35 | WTD II | Guilayon IS | Marlyn B. Wagason | AO II |

**Office of the Schools Division Superintendent**

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|---|---|---|---|---|
| 36 | WTD II | Nambucayan NHS | Ronabeth G. Gatchalian | AO II |
| 37 | WTD II | Naneng NHS | Esther T. Batoy | AO II |
| 38 | SDO | SGOD- SHNU | Russelle S. Ngao-i | N-II |
| 39 | SDO | SGOD_SHNU | Janice Michelle B. Mangaoang | N-II |
| 40 | SDO | SGOD-SHNU | Claire Rose A. Damian | N-II |
| 41 | SDO | SGOD-SHNU | Rodolfo D. Niones Jr | MO-III |
| 42 | SDO | SGOD-SHNU | Shirley C. Sarmiento | N-II |
| 43 | SDO | SGOD-SHNU | Jocelyn L. Lomeng | N-II |
| 44 | SDO | SGOD-SHNU | Malee Kaye A. Albert | N-II |
| 45 | WTD I | Tuga NHS | Shirly P. Labawig | N-II/Speaker |
| 46 | SDO | CID | Doddie Marie | EPS/Speaker |
| 47 | STD I | KNHS | Michelle C. Liclic | Guidance Designate/Speaker |
| 48 | WTD-II | WTCS | Arthur Jude C. Lozano | SCA/Speaker |
| 49 | STD I | KNHS | Alyssa May L. Lumawig | SCA/Speaker |
| 50 | Philippine Red Cross | Kalinga Chapter | Raymund Mario T. Chan | Chapter Administrator/Speaker |