



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 17, 2021

**REGIONAL MEMORANDUM**

No. **000880**, s. 2021

**RESETTING OF THE CAPACITY BUILDING CUM PSYCHOLOGICAL FIRST AID (PFA) FOR  
EDUCATION SUPPORT SERVICES DIVISION (ESSD) PERSONNEL AND STAFF**

To: ESSD Chief  
ESSD Personnel  
All Others Concerned

1. Due to several emergency concerns in response to the aftermath of Typhoon Odette, the Capacity Building cum Psychological First Aid (PFA) for all ESSD Personnel and Staff slated on December 21, 2021 in Ormoc City shall be moved to December 22, 2021 at the Madison Park and Hotel, Tacloban City.
2. All other provisions of the Regional Memorandum 770, s. 2021 shall remain enforce.
3. Immediate dissemination of and compliance with this Memorandum are desired.

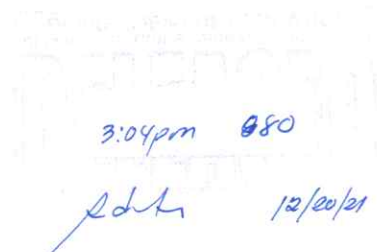
  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director 

Enclosures: None

References: None

To be indicated in the Perpetual Index under the following subjects:  
CAPACITY BUILDING PFA

ESSD-SPSS-EAD





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November 18, 2021

**REGIONAL MEMORANDUM**

No. **001770**, s. 2021

**CAPACITY BUILDING CUM PSYCHOLOGICAL FIRST AID (PFA) FOR  
EDUCATION SUPPORT SERVICES DIVISION (ESSD) PERSONNEL AND STAFF**

To: ESSD Chief  
ESSD Personnel  
All Others Concerned

1. There shall be a Capacity Building cum Psychological First Aid (PFA) for all ESSD Personnel and Staff on December 21, 2021 in Ormoc City. The specific venue shall be announced in an Advisory.
2. The objectives of the activity are the following:
  - prepare workable contingency plan for any disaster; and
  - improve the mental health of the ESSD personnel through PFA.
3. There shall be 16 participants to this activity comprising of the ESSD Chief and all the ESSD personnel and staff and 1 driver.
4. There shall be provision of transportation, board and lodging, per diem, and necessary training materials, charged to the RO fund covered by OSEC-8-20-0353, subject to the usual government rules and accounting regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

Enclosures: None

References: None

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

CAPACITY BUILDING PFA  
ESSD-SPSS-EAD

*fnvpm 770*

*plh 11/18/21*



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DepEd RO8 ATA-F22 (CY2018-v03-r00) Page 1 of 2



**MATRIX OF ACTIVITIES**

**CAPACITY BUILDING CUM PSYCHOLOGICAL FIRST AID (PFA) FOR  
EDUCATION SUPPORT SERVICES DIVISION (ESSD) PERSONNEL AND STAFF  
December 21, 2021**

<b>Day 0, December 20</b>	<b>Day 1, December 21</b>
	<p>8:00-8:15 AM <b>MOL</b> 8:15-11:00 AM Psychological First Aid</p> <p>Next Steps and Closing Program</p> <p>Clearing House Checking Out</p>
	<b>LUNCH BREAK</b>
<p>1:00-2:00 PM Arrival and Settling Down</p> <p>2:00-3:00 PM Registration</p> <p>3:00-6:00 PM Opening Program Rationale Workshop Mechanics <b>2021 Program Implementation Review (PIR)</b></p> <ul style="list-style-type: none"> <li>• Identification of Gaps</li> <li>• Discussion of Issues and Concerns</li> <li>• Crafting of Contingency Plans</li> </ul>	
<b>DINNER</b>	

**Ingress**

Check in: December 20, 2021 @ 2 PM  
 Registration: December 20, 2021 @ 3:00 PM  
 First Meal: December 20, 2021, PM Snacks

**Egress**

Check out: December 21, 2021  
 Last meal: December 21, 2021 Lunch