

Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong



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January 20, 2014

MEMORANDUM

TO : Officer-in-Charge, Assistant Schools Division Superintendent
Education Program Supervisors/Public School District Supervisors
Principals, Public *Secondary Schools*

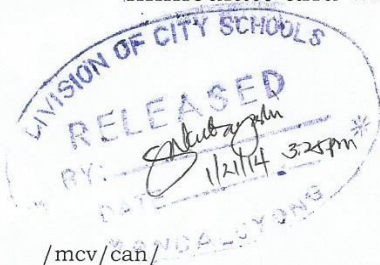
**TRAINING ON CRITICAL INCIDENT AND STRESS MANAGEMENT
TECHNIQUES FOR FACULTY, GUIDANCE COUNSELORS
AND SCHOOL ADMINISTRATORS**

Enclosed is a letter of invitation from **Ms. Eleanor R. Painaga, MAEd, RGC**, Guidance Counselor of Global City Innovative College Re: **Training on Critical Incident and Stress Management Techniques on January 30, 2014, Thursday**, from **8:00 A.M. to 12:00 nn** at the **Multi-Purpose Hall, 6th Floor** of the **new Global City Innovative College, PET Plans Tower Annex, 444 EDSA, Makati City**.

Schoolheads are encouraged to send Guidance Counselor/Teacher to attend the said training, while observing our time on task policy.

Interested participants may contact the following nos. **882-4242 local 839 and 822**.

Immediate and wide dissemination of this **Memorandum** is desired.



[Signature]
EVANGELINE P. LADINES, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

GLOBAL CITY INNOVATIVE COLLEGE
444 EDSA Makati City 1211 (PET Plans Tower Annex, near Estrella and Rockwell)
Tel. No: +63 2 882-4242
www.global.edu.ph

January 16, 2014

DR. EVANGELINE P. LADINES

Division Superintendent
Division of Mandaluyong City
Department of Education

Dear Madam:

Peace and Good Day!

The Guidance and Counseling Center together with the Office of Student Affairs of Global City Innovative College will hold a seminar entitled **EMPOWERING THE DISHEARTENED: A TRAINING ON CRITICAL INCIDENT & STRESS MANAGEMENT TECHNIQUES FOR FACULTY, GUIDANCE COUNSELORS AND SCHOOL ADMINISTRATORS**. The event will be held at the Multi-Purpose Hall, 6th Floor of the new Global City Innovative College, located at PET Plans Tower Annex, 444 EDSA, Makati, on January 30, 2014, Thursday, from 8:00 a.m. to 12:00 nn.


This is in line with the regular and continuous efforts of Global City Innovative College in providing a venue for Professional Development Program to High School Faculty, Guidance Counselors, and School Administrators. The guest speaker will be **Mr. Tito C. Baclagan**, RGC of Philippine Normal University.

It is our honor to invite you, together with your **PRINCIPALS, GUIDANCE COUNSELORS and FACULTIES** to attend this event. We believe that this seminar will greatly enhance our skills in handling debriefing cases in times of calamities, typhoons and the like. Seats are limited to 120 attendees only. Registration is from January 2 to 24, 2014. Should you have any inquiries, please do not hesitate to contact us at (632) 882-4242 loc. 839 (Guidance Counseling Center) loc. 822 (Office of Student Affairs). You may also contact us through our email at: celeste.ilmedo@global.edu.ph or counseling@global.edu.ph. Registration is **FREE**. Attached herewith is the programme for the aforesaid activity.

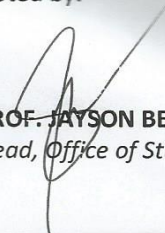
Thank you very much for your support and we look forward to your favorable response.

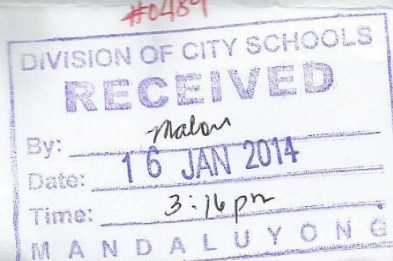
Respectfully yours,


MS. ELEANOR R. PAINAGA, MAEd, RGC
Guidance Counselor


MS. CELESTE C. ILMEDO, MAEd, RGC
Guidance Coordinator

Noted by:


PROF. JAYSON BERGANIA
Head, Office of Student Affairs





**EMPOWERING THE DISHEARTENED: A TRAINING ON CRITICAL INCIDENT &
STRESS MANAGEMENT TECHNIQUES FOR FACULTY, GUIDANCE COUNSELORS
AND SCHOOL ADMINISTRATORS**

January 30, 2014
8:00 a.m. to 12:00 nn.

PROGRAMME

8:00 – 8:30	Registration
8:30 – 8:35	Invocation
8:35 – 8:45	National Anthem & the GCIC Hymn
8:45 – 9:15	Opening Remarks from the President
9:15 – 9:25	Introduction of the Guests: <ul style="list-style-type: none">▪ Speaker▪ Contributor/s
9:25 – 10:50	Topic Presentation <ul style="list-style-type: none">▪ Guest Speaker▪ Contributor/s
10:50 – 11:20	Open Forum
11:20 – 11:30	Awarding of Certificates of Appreciation
11:30 – 11:40	Announcement of K12/Technical Vocational
11:40 – 11:50	Sponsors' Advertisements
11:50 – 12:00	Closing Remarks