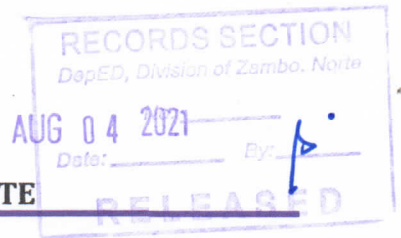




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum

No. 384, s. 2021

To: Public Schools District Supervisor/PICDs
School Head of Identified Schools
All others concerned

From: **MA. LIZA R. TABILON EdD, CESO V**
Schools Division Superintendent

Subject: Establishment of School-Based Teen Center

Date: August 3, 2021

1. Per DepEd Order no 14 s. 2021 entitled "Guidelines on the Required Health Standards In Basic Education Offices and Schools", to continually protect and promote the mental health and welfare of all learners to increase mental resiliency, this Division will provide a support fund to identified Schools for the establishment of School-Based Teen Center for this purpose.
2. The establishment of School-Based Teen Center aims to:
 - a. Provide the equipment and materials needed for the operationalization of the school-based teen center for the identified 25 secondary schools in the division;
 - b. Provide orientation, training and continuous technical assistance in the operation of school-based teen center
 - c. Conduct researches on the effectiveness and efficiency of school-based teen center for further expansion of the project.
3. Identified school recipients shall be provided with a support fund amounting to P50,000.00 to establish the School-Based Teen Center and shall submit a printed and signed copy of Work and Financial Plan on or before August 16, 2021 to the Division Office.
4. Procurement of items and materials shall be based in the attached Proposed/Suggested Expenditure Items and Corresponding Activities (Annex A) with Program of Works (Annex B) for refurbishment and Work and Financial Plan (Annex C).
5. All procurements relative to the establishment of the School-Based Teen Center shall be subject to the usual accounting and auditing rules and regulations.
6. Compliance of this Memorandum is directed.

Enclosure:
As stated

SGODYFS/jlp-ekbsl/Establishment of School-Based Teen Centers/DM019-2021/08032021

N-avigating
O-pportunities to
R-eengineer for
T-ransformation &
E-mnowerment



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"Be and Do Much Better Each Day
with a Sense of Urgency"



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Annex A. PROPOSED/ SUGGESTED EXPENDITURE ITEMS AND CORRESPONDING ACTIVITIES

The fifty-thousand (50,000.00) pesos amount shall be spent on the following:

DATE PREPARED: 7/14/21

SBTC Activities	Suggested Expenditure Items
Center readiness (refurbishment) (not to exceed 17,500.00)	Furniture and fixtures such as cabinet, control desk (table) and chairs, counseling cubicle
Mental Health and Psychosocial support activities: a. Art therapy b. Music therapy c. Recreational sports therapy	<ul style="list-style-type: none"> • Art materials (not to exceed 5,000.00) (e.g. sketchbook, crayons, water color, knead eraser, canvas pad, pastels, pencils, scissors, paint brush, ruler, modeling clay etc.) • Musical instruments (not to exceed 7,500.00) (acoustic guitar, percussion box, ideophone etc.) • Recreational sports equipment (not to exceed 7,500.00) (e.g. chess board, scrabble, boggle, damath, jenga, jumping rope, hula hoop, yoga mat etc.)
Health session and advocacy (12,500.00) • Mental health and psychosocial support session for learners and personnel • Adolescents reproductive health seminar and peer-to peer teen activities • National Drug Education and Prevention	<ul style="list-style-type: none"> • Session supplies and materials (cannot be provided by school MOOE) • Reproduction/ Printing of IEC materials such as teen health guides/ modules, health education poster

Prepared by:

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PDO-I

EUNICE D. JANOLINO
PDO-II, DRRM

VICENTE RAMON SUAREZ
NURSE-II/ ARH Focal

Attested by:

JOY E. LETRAN-SINGSON
SGOD Chief

Reviewed by:

CASEMERA V. LUNJAS
Division Budget Officer

ARVIE M. OMPOY CPA
Division Accountant

Noted:

MA. LIZA R. TABILON EdD, CESO V
Schools Division Superintendent





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 Capitol Drive, Estaka, Dipolog City 71100

Annex C. Work and Financial Plan

WORK AND FINANCIAL PLAN FOR PROGRAM SUPPORT FUND FOR SCHOOL-BASED TEEN CENTER (SBTC)

Specific Program	Output	Capacity Building	Activities	Performance Indicator	Physical (no. of learners/personnel, facility)	Expense Item	Costing	Unit Cost	Total Amount	Fund Source
SBTC	1 functional SBTC with counseling cubicle, furniture		SBTC readiness (refurbishment)	100% refurbished center	1 SBTC facility)	(List all materials)	(No. of units to be procured)	Cost per unit	17,500.00	Sub ARO RO-9-ZN-20-12-777
	No. of MHPSS Seminar/sessions conducted		Mental health & psychosocial support for learners (MHPSS) activities	Percentage (100% of learners reached	ex. 350 learners	List all Supplies and materials				
			a. Arts therapy activities			List all Supplies and materials			5,000.00	
			b. Music therapy activities			List all Supplies and materials			7,500.00	
			c. Recreational activities			List all Supplies and materials			7,500.00	
			MHPSS session for learners/personnel	100% of learners/personnel reached	350 learners, 15 personnel	List all Supplies and materials			2,500.00	



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Capitol Drive, Estaka, Dipolog City 7100

No. of ARH seminar/sessions conducted	Adolescent Reproductive health (ARH) session for learners	(100% of learners reached)	ex. 350 learners	List all Supplies and materials					
	NDEP	(100% of learners reached)	ex. 350 learners	List all Supplies and materials			2,500.00		
	Reproduction/printing of IEC materials such as health guides/modules advocacy poster						5,000.00		
TOTAL							50,000.00		

Prepared by: _____ Endorsed by: _____

Certified as to fund availability

TOTAL 50,000.00

SBTC Coordinator

School Head

CASEMERA V. LUNJAS
Division Budget Officer

ARVIE M. OMPLOY CPA
Division Accountant

Recommending Approval:

Approved:

JOY E. LETRAN-SINGSON, EMD
Chief Education Supervisor

MA. LIZA R. TABILON EDD, CESO V
Schools Division Superintendent

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Annex D. List of Recipient School

**LIST OF SCHOOL RECIPIENTS OF PROVISIONAL SUPPORT FOR
ESTABLISHMENT OF TEEN LEARNING HUBS**

1. La Libertad NHS
2. Mutia NHS
3. San Pedro NHS
4. Rizal NHS
5. Sawang NHS
6. San Isidro NHS
7. Sitog NHS
8. Bartolome Aripal NHS
9. Moliton NHS
10. Ponot NHS
11. Dumalogdog NHS
12. Siayan NHS
13. Talinga NHS
14. Bacong NHS
15. Godod NHS
16. Compra NHS
17. Galingon NHS
18. Kalawit NHS
19. Balas NHS
20. Mamawan NHS
21. Baliguian NHS
22. Siay Integrated School
23. Sirawai NHS
24. Sibuco NHS
25. Malayal NHS

