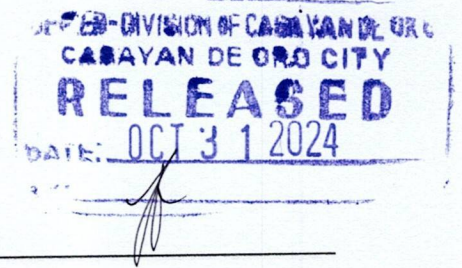




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

OCTOBER 31, 2024

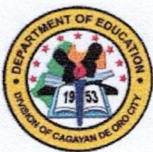
DIVISION MEMORANDUM
No. 846 s. 2024

**PARTICIPATION TO THE TRAINING IN ENSURING THE PROVISION OF BRIEF
TOBACCO INTERVENTION (BTI) TO PERSONNEL AND LEARNERS IN THE
DEPARTMENT OF EDUCATION**

TO: YVONNE KARLA M. LOBITE- Nurse II
This Division

1. Relative to OUOPS Memorandum No. DM-OUOPS-2024-09-06681 re: Ensuring the Provision of Brief Tobacco Intervention (BTI) to Personnel and Learners in the Department of Education, you are hereby directed to attend the said activity on November 4-8, 2024 in Cebu City.
3. The costs of the board and lodging of all participants shall be charged against the BLSS-SHD FY LSP Continuing Funds. Travel expenses of DepEd Field Office participants shall be charged to the downloaded funds to ROs for this purpose. Concerned ROs and SDOs are requested to augment funds in case of deficiencies and shortages.
4. A grant of Compensatory Time-Off (CTO), in case of work suspensions or holidays, as applicable, be computed against the actual days of participation, in accordance with existing Civil Service Commission rules and regulations. This may likewise applicable to situations when attending personnel needs to travel a day before the opening (Sunday) or a day after the closing (Saturday) due to availability of flights or if activity falls within a national or local holiday
5. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender, sexual orientation, disability, religion, and ethnicity.
6. Attached is a copy of the official communication for reference.
7. For compliance.

ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Mobile No: +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)
Email Address: cagayandeoro.city@deped.gov.ph



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

OFFICE OF THE DIRECTOR

MEMORANDUM

FOR : **REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED**

FROM : **DR. MIGUEL ANGELO S. MANTARING**
Director IV *ycv*

SUBJECT : **TRAINING ON BRIEF TOBACCO INTERVENTION (BTI)**

DATE : October 29, 2024

In line with OUOPS Memorandum No. DM-OUOPS-2024-09-06681 titled *Ensuring the Provision of Brief Tobacco Intervention (BTI) to Personnel and Learners in the Department of Education (Annex A)*, which provides that “the BLSS-Office of the Director (BLSS-OD) shall issue subsequent memoranda regarding the conduct of the [BTI Training]” and the approved Concept Note (**Annex B**) for the activity, this Office provides the following information for the guidance of DepEd field offices and BARMM:

1. Instead of two batches of training on BTI, there will be only one batch of the training for this year, which shall be held on **November 4-8, 2024**, at the **DepEd EcoTech Center, Cebu City**.
2. Participants in the training shall be school health and nutrition (SHN) personnel who have been **officially designated by their respective Schools Division Offices (SDOs) as BTI Providers**, pursuant to the OUOPS Memorandum No. DM-OUOPS-2024-09-06681. As such, it is expected that the participants possess the qualifications enumerated in the said memorandum, such as, **that they do not use tobacco and related products**.
3. Regional Offices (ROs) that have not submitted their lists of designated BTI Providers are reminded to do so on or before November 7, 2024, following the instruction stipulated in OUOPS Memorandum No. DM-OUOPS-2024-09-06681.
4. Refer to the **Concept Note – Annex A** for the matrix of allocated slots per SDO for the training. Identified participants are instructed to **register through <https://bit.ly/BTITraining2024ParticipantsRegistration>** on or before **October 31, 2024**.
5. The costs of the board and lodging of all participants shall be charged against the BLSS-SHD FY 2024 LSP Continuing Funds. Meanwhile, travel expenses of DepEd Field Office participants shall be charged to the downloaded funds to ROs for this purpose. Concerned ROs and SDOs are requested to augment funds in case of deficiencies and

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shortages. Travel expenses for the BARMM participants shall be charged to their office local funds. Expenses incurred are subject to the usual accounting, budgeting, and auditing procedures.

6. Meals and accommodations are as follows:

MEALS	Day 1 (Mon)	Day 2 (Tues)	Day 3 (Wed)	Day 4 (Thurs)	Day 5 (Fri)
Breakfast		✓	✓	✓	✓
AM Snacks		✓	✓	✓	✓
Lunch	✓	✓	✓	✓	✓
PM Snacks	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

7. Offices concerned are requested to grant compensatory time-off (CTO) to participating personnel, as applicable, computed against the actual days that they participate in the activity, in accordance with existing Civil Service Commission rules and regulations. Grant of CTO may be applicable to situations such as when personnel need to travel a day before the opening (Sunday) or a day after the closing (Saturday) due to the availability of flights, or when a day or some days within the duration of the activity fall/s under (a) [local] holiday(s).

8. **Safeguarding Guidelines (Annex C)** are attached to this memorandum for reference.

For more information, the Bureau of Learner Support Services-School Health Division (BLSS-SHD) can be contacted through email at blss.shd@deped.gov.ph, or at telephone number (02) 8632-9935.

Copy furnished:
ATTY. REVSEE A. ESCOBEDO, Undersecretary for Operations
DR. DEXTER A. GALBAN, Assistant Secretary for Operations

[BLSS-SHD/GMA, CJLM]



Room 305, 3F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City
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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024-09-0668

TO : REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS

FROM : ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

DR. DEXTER A. GALBAN
Assistant Secretary for Operations Learner Support Services

SUBJECT : ENSURING THE PROVISION OF BRIEF TOBACCO
INTERVENTION (BTI) TO PERSONNEL AND LEARNERS
IN THE DEPARTMENT OF EDUCATION

DATE : August 15, 2024

DepEd Order No. 48, s. 2016 or the Policy and Guidelines on Comprehensive Tobacco Control provides, among others, that “DepEd shall make **cessation intervention services, particularly brief interventions**, available and accessible to students and personnel in need of such services.”

The DepEd Order defines Cessation Interventions as “the treatment of tobacco dependence which includes a range of techniques such as motivation, [advice] and guidance, counseling, telephone and internet support, and appropriate pharmaceutical aids all of which aim to encourage and help tobacco users to stop using tobacco and to avoid subsequent relapse.” Meanwhile, the World Health Organization (WHO) defines brief tobacco intervention (BTI) or “brief advice” as “advice to stop using tobacco, usually taking only a few minutes, given to all tobacco users, usually during the course of a routine consultation or interaction.”

DO 48, s. 2016 further provides that “the Department and all schools shall provide training to counselors and guidance teachers for brief cessation interventions for children, adolescents, and adults as well as coordinate with the [Department of Health (DOH)] for assistance.”

1. In line with these provisions of the DepEd Order, Schools Division Offices (SDOs) are instructed to ensure that they have **designated school health personnel** in charge of ensuring that BTI services are accessible to **learners and personnel in schools** under their respective jurisdictions. This can be done through the following:



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 6



- a. **Promote access to such services** by increasing awareness of available platforms such as the DOH Quitline (**Annex A**), any local hotlines and service providers that provide such services);
- b. Ensure that the **schools in their respective jurisdictions have designated non-teaching personnel** (e.g., school-based personnel in charge of clinics, guidance counselors, guidance advocates) who can provide BTI services to other school personnel and learners in need of such services;
- c. Ensure that the said **school non-teaching personnel are capacitated**, either through organizing trainings in coordination with the DOH or the local health office, or linking them to available trainings;
- d. (In the absence of a trained BTI provider in schools) **Provide BTI to, and facilitate cessation services for**, learners and school personnel concerned during their visits to/deployment in the school, or remotely from their stations at the SDO, as practicable; and
- e. Properly **document and monitor BTI and cessation services** in their respective jurisdictions for eventual reporting to offices that would require such documentation.

Designated personnel are also encouraged to extend the provision of BTI to, and the facilitation of cessation services for, other personnel in the SDO, as practicable, as part of the services offered in the SDO clinic.

2. To ensure that the designated SDO and school non-teaching personnel can effectively perform the abovementioned tasks, SDOs shall ensure that such personnel **possess the following qualifications**:
 - a. Possess basic knowledge and skills related to the delivery of health and/or counseling services (e.g., motivational interviewing, active listening, coaching);
 - b. Have a health background, preferably a health professional or a registered guidance counselor;
 - c. Have undergone training and experience in the provision of BTI, or be willing and available to undergo training on BTI if not previously trained;
 - d. Be willing to undergo a TOT and to conduct roll-out training for other potential school-based BTI providers in their respective jurisdictions;
 - e. Be a non-smoker and non-user of Electronic Nicotine and Non-nicotine Delivery System (ENDS/ENNDS; e.g., vape, e-cigarette), or have already quit smoking or ENDS/ENNDS use for at least one year; and
 - f. Not be affiliated with the tobacco or ENDS/ENNDS industry (e.g., the designated personnel or their immediate family do not own a store that sells tobacco products or a vape shop).
3. Regional Offices (ROs), through designated personnel at the School Health and Nutrition (SHN) Unit at the Education Support Services Division (ESSD), shall **provide necessary support to the SDOs** through quality assurance and monitoring and evaluation. Said personnel, upon proper training, are also encouraged to extend the provision of BTI to, and the facilitation of cessation

services for, other personnel in the RO, as practicable, as part of the services offered in the RO clinic.

4. To support the field in the abovementioned initiatives, the Bureau of Learner Support Services-School Health Division (BLSS-SHD), in coordination with the DOH, shall **organize a series of Basic Training and Training of Trainers (TOT) on BTI**, until every RO and SDO has at least one Trainer who can conduct BTI Trainings for school personnel in their respective jurisdictions.
 - a. **Two batches of a Basic Training** are scheduled in October and in November this year. Priority shall be personnel who have not previously attended any BTI Training. The BLSS-Office of the Director (BLSS-OD) shall issue subsequent memoranda regarding the conduct of the said trainings.
 - b. The **TOT**, exclusively for those who have previously attended a Basic Training and have provided BTI to learners, will be scheduled beginning 2025. TOT completers shall be expected, and provided with necessary support, to train school personnel in the provision of BTI especially to learners.
 - c. In preparation for these trainings, ROs are instructed to submit on or before **August 30, 2024** to the BLSS-SHD (blss.shd@deped.gov.ph), an **updated consolidated list of their designated personnel to provide BTI and facilitate access to other cessation services** using the attached form (**Annex B**).
 - i. The designated personnel's **contact information** is being asked to facilitate dissemination of resources that can support the personnel. A Facebook/Messenger Group may also be created for this purpose; hence, the request for the personnel's Facebook profiles/usernames.
 - ii. Personnel who will declare that they have attended BTI-related trainings attended shall be able to **present certificates of training** when asked to do so before the TOT. Similarly, personnel who will declare that they have practiced provision of BTI shall be able to provide **means of verification** when asked to do so before the TOT.
 - d. BLSS-SHD shall identify the participants to be prioritized in the FY 2024 trainings based on the information to be submitted by the ROs.
5. While BLSS-SHD rolls out BTI trainings, the ROs and the SDOs are encouraged to coordinate similar trainings for their designated personnel as their resources permit, or avail of similar offerings from reliable training providers such as the DOH.

For questions and further clarifications, please contact **Gian Erik M. Adao**, Education Program Specialist II, BLSS-SHD, through email at blss.shd@deped.gov.ph, landline number (02) 8632-9935, or Viber +639684903488.

[BLSS-SHD/GMA]

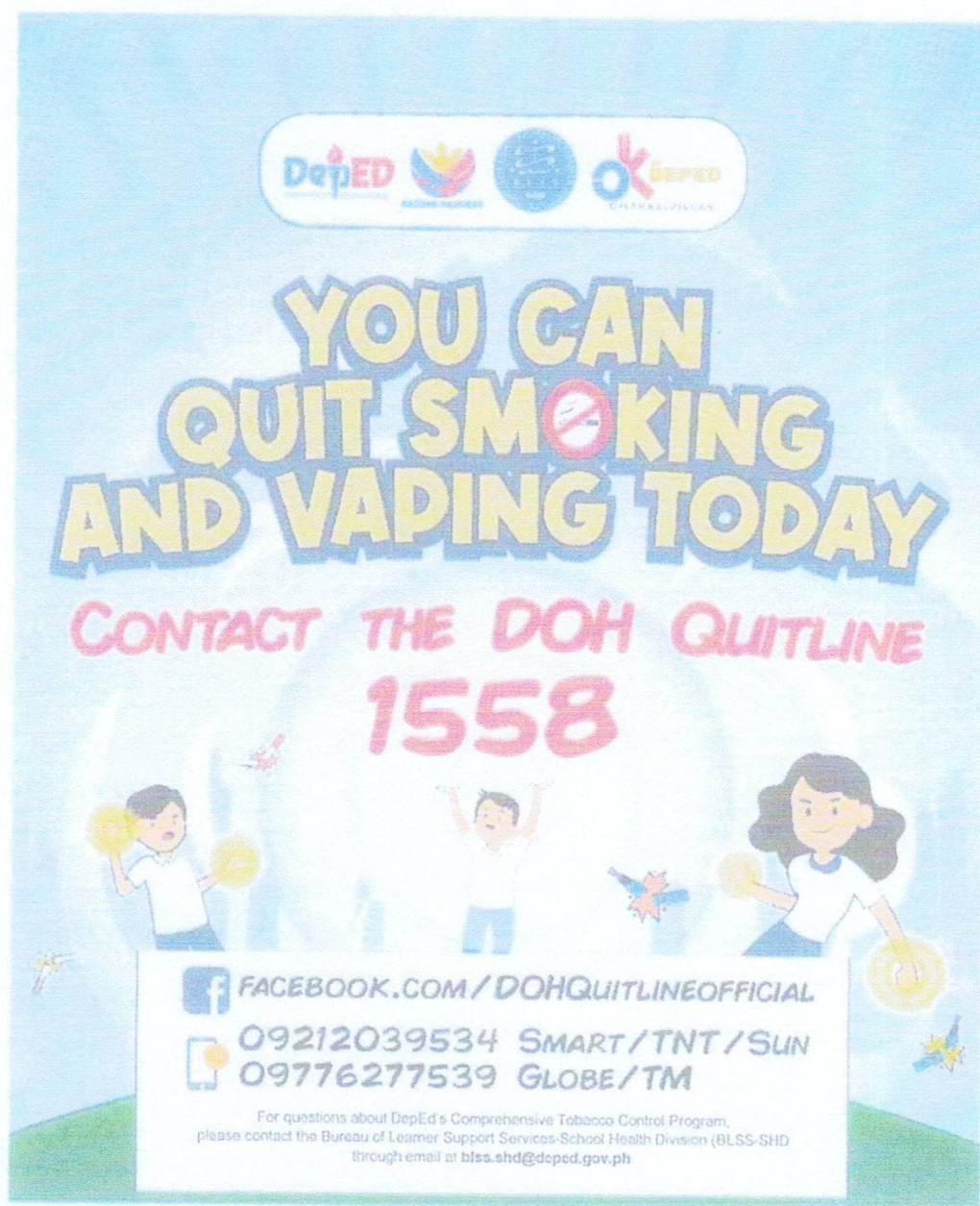


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Doc. Ref. Code	DM-OUOPS	Rev	01
Effectivity	03.23.23	Page	3 of 6



DOH QUITLINE



**YOU CAN
QUIT SMOKING
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**CONTACT THE DOH QUITLINE
1558**

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09776277539 GLOBE/TM

For questions about DepEd's Comprehensive Tobacco Control Program,
please contact the Bureau of Learner Support Services-School Health Division (BLSS-SHD)
through email at blss.shd@deped.gov.ph

2. To enhance participants' understanding of the key principles and techniques involved in delivering BTI
3. To provide participants with practical strategies for addressing challenges commonly encountered during the provision of the BTI
4. To foster collaboration and networking among participants to support ongoing improvement and sustainability of the provision of BTI
5. To provide supplementary information on updates regarding chronic obstructive pulmonary disease (COPD), e-cigarette or vaping use-associated lung injury (EVALI), the National Tobacco Prevention and Control Strategy (NTPCS), and updates on the DOH's Smoking Cessation Program

III. PROGRAM DESIGN

A. Availability of Funds

The activity will be charged to LSP FY 2024 Continuing Funds.

B. Target Participants

The total target number of participants for this training is 72 designated BTI providers from selected Schools Division Offices (**Annex A**).

C. Indicative Program of Activities

The BTI training will be held on November 4-8, 2024 at DepEd Ecotech Center, Cebu City. A more detailed program is attached as **Annex B**. An overview is presented below:

Time	November 4	November 5	November 6	November 7	November 8
8:00-10:00 am	Travel Time, Registration, and Check-in	MOL, with Pre-Test	MOL	MOL	MOL
10:00 am-12:00 pm		Health Burdens of Tobacco Use	Module 3: Not Ready to Quit		
12:00-1:00 pm		Overview of NTPCS '23-'30	Module 4: Ready to Quit		
1:00-3:00 pm	Opening, Training Norms, and Overview of Tobacco Control in DepEd	Snack Break	Snack Break	Demo and Return Demo (with Snack Break, 10:00-10:15 am)	Promoting BTI and Tobacco Control
		Smoking Cessation Program Overview and Updates	Module 5: Staying Quit/Relapse		BTI Provider's Action Plan Preparation
		EVALI and Updates on Vapes	Module 6: Establishing Strong Connection		Closing
		COPD - Clinical Practice Guidelines			
		Lunch Break			
		Smoking in Children and Adolescents	Post-Test		
		Tobacco Control in Children and Adolescents	Best Practices in Cessation Services		
			DOH Quitline		
3:00-5:00 pm		Snack Break	Snack Break	Demo and Return Demo - Cont'd (with Snack Break, 3:00 - 3:15 pm)	Travel Time
		Module 1: Building Momentum	Contextualizing BTI for Children and Adolescents	Demo with Children and Adolescents	
		Module 2: BTI Essentials)	Tobacco Use as a Child Protection Issue		
			Mechanics for Skills Demo		

Annex B

Designated Personnel to Provide BTI and Facilitate Access of DepEd Personnel and Learners to Cessation Services

Data Privacy Notice: DepEd complies with the Data Privacy Act of 2012 and is committed in protecting your privacy. The Bureau of Learner Support Services-School Health Division collects the following personal information for the purpose of documentation and of coordinating the Comprehensive Tobacco Control Program and the activities related to the provision of Brief Tobacco Intervention (BTI) in DepEd. Information collected through this form will be stored for as long as necessary. Relevant information will be shared to the Department of Health as DepEd's partner for the BTI Training. No other information will be shared with other third parties without seeking consent or any legal basis. By submitting this form, personnel concerned consent to the collection, use, and retention of their personal information.

Office	Name of Personnel (As it would appear on a Certificate)	Position Title	Date Started in the Current Position	Contact Information			Underwent BTI-Related Training? (Yes/No)	BTI-Related Trainings Attended (Indicate ALL TRAININGS with Certificate Issued; write N/A if no training attended yet)			Practiced BTI Provision? (Yes/No)
				DepEd Email (@depd.gov.ph)	Contact Number	Facebook Name/@username		Title of Training	Date of Training	Training Provider	
e.g. <i>Halimbawa City</i>	<i>Juanna P. Dela Cruz, RN</i>	<i>Nurse II</i>	<i>April 2, 2018</i>	<i>juana001.delaacruz</i>	<i>09684903488</i>	<i>Jhoan DC/@jhoanDC88</i>	<i>Yes</i>	<i>WHO e-Learning Course, Training for primary care providers: brief tobacco interventions</i>	<i>April-May 2014</i>	<i>WHO</i>	<i>Yes</i>
<i>Kalusugan Province</i>	<i>John P. Cruz, MD</i>	<i>Medical Officer III</i>	<i>November 8, 1986</i>	<i>john005.cruz</i>	<i>(02)-8632-9935</i>	<i>Jn Cruz/@jncruz</i>	<i>No</i>	<i>Training on Brief Tobacco Intervention</i>	<i>October 10-12, 2018</i>	<i>DOH Central Office</i>	<i>N/A</i>
Regional Office											
1.											
...											
Schools Division Offices											
2.											
3.											
...											
N											

This is to attest that the above list enumerates all the Personnel Designated to Provide BTI and Facilitate Access to Cessation Services in the Regional Office and all the Schools Division Offices (SDOs) of DepEd-_____, as officially designated by the undersigned and/or their respective Schools Division Superintendents. These coordinators have expressed that they are non-smokers and non-users of Electronic Nicotine and Non-Nicotine Delivery System (ENDS/ENND; e.g., vape, e-cigarette) and that they are not affiliated with the tobacco industry.

Approved/submitted by:

Regional Director's Name and Signature

TRAINING ON BRIEF TOBACCO INTERVENTION

CONCEPT NOTE

I. BACKGROUND

DepEd Order No. 48, s. 2016 or the *Policy and Guidelines on Comprehensive Tobacco Control* provides, among others, that “DepEd shall make **cessation intervention services, particularly brief interventions**, available and accessible to students and personnel in need of such services.”

The DepEd Order defines Cessation Interventions as “the treatment of tobacco dependence which includes a range of techniques such as motivation, [advice] and guidance, counseling, telephone and internet support, and appropriate pharmaceutical aids all of which aim to encourage and help tobacco users to stop using tobacco and to avoid subsequent relapse.” Meanwhile, the World Health Organization (WHO) defines brief tobacco intervention (BTI) or “brief advice” as “advice to stop using tobacco, usually taking only a few minutes, given to all tobacco users, usually during the course of a routine consultation or interaction.”

DO 48, s. 2016 further provides that “the Department and all schools shall provide training to counselors and guidance teachers for brief cessation interventions for children, adolescents, and adults as well as coordinate with the [Department of Health (DOH)] for assistance.”

The DOH, holding the over-all technical authority on health as the national health policy-maker and regulatory institution, is DepEd’s strategic partner in the provision of BTI and the conduct of BTI trainings. The DOH, through the Disease Prevention and Control Bureau (DPCB), aims to reduce the demand for tobacco use as stipulated in the WHO Framework Convention on Tobacco Control (FCTC) Section 14. In line with this, the **DOH Administrative Order 2021-0031** titled *Guidelines on the Implementation of Unified and Standardized Tobacco Cessation Services at All Levels of Care*, outlines the services that should be available at different levels of care and the referral of cases with high dependence scores. The DOH-DPCB conducts BTI trainings both virtually, through the DOH Academy, and in-person, for a more interactive learning experience.

DepEd, through the Bureau of Learner Support Services-School Health Division (BLSS-SHD), is working closely with the DOH-DPCB for the conduct of BTI trainings for school health personnel who have been designated as BTI providers in their divisions.¹

II. OBJECTIVES

General Objective: To train the participants on how to provide/ensure the delivery of high-quality BTI to clients that contribute to the reduction of tobacco use and promote public health outcomes.

Specific Objectives:

1. To equip participants with the necessary knowledge and skills to effectively provide BTI

¹ Per OUOPS Memorandum No. DM-OUOPS-2024-09-06681, two batches of BTI are scheduled to be conducted this year. However, in consideration of the ongoing coordination for the activity, it is proposed that the two batches be merged into one.

Following are the main features of the training's program:

1. **Adopted to DepEd's context.** The training adopts the six standard BTI modules of the DOH. While these modules have been developed primarily with adults in mind, the training has been designed to ensure that the module content is contextualized for DepEd and its young learners. In particular:
 - a. The modules are sandwiched with topics that provide DepEd's and young people's context immediately before and after the delivery of the modules.
 - i. Lectures on smoking and tobacco control in children and adolescents are scheduled before Module 1.
 - ii. Lectures on contextualizing BTI for children and adolescents and on tobacco use as a child protection issue by child and adolescent health experts and by DepEd's Learner Rights and Protection Office (LRPO), respectively, are scheduled after Module 6 (following some bonus topics on best practices in BTI and the DOH Quitline). This is also to contextualize the skills demonstration scheduled after all the modules.
 - b. The child and adolescent health experts, who have been invited to serve as resource persons (RPs) in the abovementioned topics, shall stay throughout the delivery of the six modules, and to provide a short "contextualizing input" at the end of each module.
 - c. After the standard skills demonstration and return demonstrations for the required scenarios for the modules, there will be a demonstration of what it is like to facilitate BTI with children and adolescents. This connects to the earlier lectures on smoking and tobacco control in, and contextualizing BTI for, children and adolescents.
2. **Packaging the training for future runs.** The training will be documented with the intent of sharing it to DepEd's trained BTI providers (including previously trained personnel) for regular reference during their BTI practice (e.g., uploaded to DepEd's learning management system) and/or to possibly develop a BTI training package that is contextualized for children and adolescents, for possible future runs of BTI trainings in DepEd beginning 2025. This shall include quality video-recording of the lectures and the skills demonstration to be coordinated with DepEd's Public Affairs Service (PAS). Other Central Office (CO) personnel (e.g., from the Bureau of Human Resource and Organizational Development [BHRD]) and/or from the National Educators' Academy of the Philippines [NEAP]) will be invited as well, in preparation for such possible training package development.
3. **Established evidence of learning.** As agreed with the DOH, the following guidelines shall be observed when issuing certificates for the training:
 - a. **Certificate of Completion**, co-signed by the DOH and by DepEd, will be issued to those who will be able to: (i) attend all days of the training proper; (ii) get at least 80% of the post-test (with one option for a *re-take* during the training); (iii) pass the assessment of the required return demonstration; and (iv) submit an Action Plan. This may be issued after the training.
 - b. **Certificate of Participation**, signed by DepEd, will be issued to those who will attend the training but miss or fail to accomplish any of the abovementioned requirements.
 - c. **Certificate of Attendance** will be provided by BLSS-SHD to all who will attend the training, based on the actual days that they will be present.

IV. PERSONS INVOLVED

A. Program Management Team (PMT)

No.	Name	Role	Responsibilities
1	Gian Erik M. Adao <i>Education Program Specialist II</i> (or alternate permanent BLSS-SHD personnel)	PMT Lead	• Lead the activity planning (e.g., setting objectives, designing work plan, identifying/coordinating with stakeholders) • Oversee necessary administrative and logistical preparations • Serve as RP on DepEd-related topics • Oversee the preparation of post-activity documentation • Facilitate the post-activity evaluation of the PMT • Ensure integration of the activity's outputs into the overall school health programming for tobacco control
2	Dave R. Velasco <i>Administrative Assistant V (Onsite)</i> Carmella Joyce L. Mergenio <i>Technical Assistant II (Preparations)</i>	Lead Secretariat	• Assist the Lead in preparing administrative and financial documents • Assist the Lead in handling correspondences including but not limited to invitations, memoranda, advisories, and activity briefers, among others • Assist the Lead in organizing and coordinating meetings with stakeholders (e.g., PMT, RPs) • Assist the Lead in logistical preparations (e.g., coordinating with venue, setting up venue, distribution of participants' kits) • Monitor and report actual attendance during the activity
3	Jordan P. Concepcion <i>Technical Assistant II</i>	Documenter	• Assist the Lead in preparing a comprehensive documentation of the activity through post-activity report • Assist the Lead in preparing pre- and post-tests, and feedback forms • Assist the Lead in collecting, analyzing, and storing data gathered from the activity (e.g., pre- and post-tests)

No.	Name	Role	Responsibilities
4	Clarissa F. Gabis <i>Technical Assistant II (Onsite)</i>	Secretariat Support	- Assist the Lead Secretariat in preparing administrative and financial documents; in handling correspondences; in organizing and coordinating meetings with stakeholders; and in logistical preparations - Assist in monitoring and reporting actual attendance during the activity
5	Jon Jovi O. Osdaña <i>Technical Assistant II</i>	Tech Support/ Documentation Support	- Assist the Lead particularly in the necessary coordination with PAS for the video-recording of all lectures and demonstrations - Take charge of all tech-related concerns

B. Resource Persons (RPs), Assessor-Evaluators (AEs), and Others Involved

The BLSS-SHD is coordinating closely with the DOH-DPCB for the identification of/coordination with/invitation to the appropriate RPs for the training topics and the BTI AEs (**Annex C**).

Below is the summary of those involved in the activity:

Category ^[1]	No.
PMT ^[2]	5
Invited CO Personnel (e.g., PAS, BHROD, NEAP)	6
CO RPs	1
Other RPs	9
AEs ^[3]	12
Regional Participants (Designated BTI Providers)	72
Total	105

^[1] The actual number of persons involved per category may change depending on availability and changes to the program, if any

^[2] One (1) PMT member is also an RP

^[3] Five (5) AEs are also RPs; one (1) AE is assigned to every six (6) participants

Prepared by:

GIAN ERIK M. ADAO
EPS II, BLSS-SHD

Recommending Approval:

DR. MIGUEL ANGELO S. MANTARING
Director IV, BLSS

Reviewed by:

DR. MARIA CORAZON C. Dumlao *for*
Chief Health Program Officer, BLSS-SHD

Approved by:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

Annex A

List of Participants

Region	No. of Designated BTI Providers
NCR	4
CAR	4
Region I	4
Region II	4
Region III	5
Region IV-A	6
MIMAROPA	4
Region V	4
Region VI	6
Region VII	5
Region VIII	4
Region IX	4
Region X	4
Region XI	4
Region XII	4
Caraga	4
BARMM	2
Total	72

The list of pre-registered participants may be accessed at:
<https://bit.ly/depedbtitraining2024preregdpax>

Indicative Program of Activities

Time	Activity	Person/Office Responsible
November 4, 2024 (Monday)		
-	Arrival of Participants	-
1:00 PM – 2:00 PM	Registration of Participants	Program Management Team (PMT)
2:00 PM – 3:00 PM	Opening - National Anthem - Ecumenical Prayer - Messages	PMT Atty. Revsee A. Escobedo <i>Undersecretary for Operations</i> Dr. Dexter A. Galban <i>Assistant Secretary for Operations-Learner Support Services</i> Dr. Ma. Elizabeth Caluag <i>Chief, Non-Communicable Diseases Prevention and Control Division, DOH-DPCB</i>
3:00 PM – 3:15 PM	Snack Break	-
3:15 PM – 3:30 PM	Training Norms	PMT
3:30 PM – 4:30 PM	Overview of Tobacco Control in DepEd	Gian Erik M. Adao <i>Education Program Specialist (EPS) II, BLSS-SHD</i>
4:30 PM – 5:00 PM	Clearing House	PMT
November 5, 2024 (Tuesday)		
8:00 AM – 8:20 AM	Management of Learning	PMT
8:20 AM – 8:40 AM	Pre-Test	DOH-DPCB
8:40 AM – 9:00 AM	Health Burdens of Tobacco Use	Bryan Kenneth C. Medina <i>DOH-DPCB</i>
9:00 AM – 10:00 AM	Overview of the National Tobacco Prevention and Control Strategy (NTPCS) 2023-2030	Dr. Ria Tan (or alternate, to be determined [TBD]) <i>DOH-Health Promotion Bureau (HPB)</i>
10:00 AM – 10:15 AM	Snack Break	-
10:15 AM – 10:50 AM	Smoking Cessation Program Overview and Updates	Dr. Ronaldo Quintana <i>DOH-DPCB</i>
10:50 AM – 11:25 AM	EVALI and Updates on Vapes	Resource Person (RP) <i>Philippine College of Chest Physicians (PCCP)</i>
11:25 AM – 12:00 PM	COPD – Clinical Practice Guidelines	
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 2:00 PM	Smoking in Children and Adolescents	RP <i>Society of Adolescent Medicine of the Philippines, Inc. (SAMPI)</i>
2:00 PM – 3:00 PM	Tobacco Control in Children and Adolescents	RP <i>Philippine Ambulatory Pediatric Association, Inc. (PAPA)</i>
3:00 PM – 3:15 PM	Snack Break	-

Time	Activity	Person/Office Responsible
3:15 PM – 3:50 PM	MODULE 1 Building Momentum	Mr. Peejay Gonzales DOH-Center for Health Development (CHD) MIMAROPA
3:50 PM – 4:00 PM	“Contextualizing Input” for Module 1	Child and Adolescent Health Experts Dr. Ron Allan C. Quimado RP, SAMPI RP, PAPA RP, <i>Philippine Pediatric Society (PPS)</i>
4:00 PM – 4:40 PM	MODULE 2 BTI Essentials	Ms. Angelie Brook Cejudo DOH-CHD Region VII
4:40 PM – 4:50 PM	“Contextualizing Input” for Module 2	Child and Adolescent Health Experts
4:50 PM – 5:00 PM	Clearing House	PMT
November 6, 2024 (Wednesday)		
8:00 AM – 8:20 AM	Management of Learning	PMT
8:20 AM – 9:00 AM	MODULE 3 Not Ready to Quit	Dr. Junjie Zuasula <i>Freelance BTI Trainer</i> (or) Dr. Greg Suarez II <i>BTI Assessor – Evaluator</i> <i>Bangko Sentral ng Pilipinas (BSP)</i>
9:00 AM – 9:10 AM	“Contextualizing Input” for Module 3	Child and Adolescent Health Experts
9:10 AM – 9:50 AM	MODULE 4 Ready to Quit	Dr. Junjie Zuasula <i>Freelance BTI Trainer</i> (or) Dr. Greg Suarez II <i>BTI Assessor – Evaluator</i> <i>BSP</i>
9:50 AM – 10:00 AM	“Contextualizing Input” for Module 4	Child and Adolescent Health Experts
10:00 AM – 10:15 AM	Snack Break	-
10:15 AM – 10:55 AM	MODULE 5 Staying Quit or Relapse	Dr. Junjie Zuasula <i>Freelance BTI Trainer</i> (or) Dr. Greg Suarez II <i>BTI Assessor – Evaluator</i> <i>BSP</i>
10:55 AM – 11:05 AM	“Contextualizing Input” for Module 5	Child and Adolescent Health Experts
11:05 AM – 11:50 AM	MODULE 6 Establishing Strong Connection	Ms. Angelie Brook Cejudo DOH-CHD Region VII
11:50 AM – 12:00 PM	“Contextualizing Input” for Module 6	Child and Adolescent Health Experts
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 1:30 PM	Post-Test	DOH-DPCB
1:30 PM – 2:10 PM	Best Practices in Cessation Services	Dr. Greg Suarez II <i>BTI Assessor – Evaluator</i> <i>BSP</i>
2:10 PM – 3:00 PM	DOH Quitline	Dr. Jessica Catalan <i>Lung Center of the Philippines (LCP)</i>

Time	Activity	Person/Office Responsible
3:00 PM – 3:15 PM	Snack Break	-
3:15 PM – 4:00 PM	Contextualizing BTI for Children and Adolescents	RP PPS
4:00 PM – 4:45 PM	Tobacco Use as a Child Protection Issue	Resource Person DepEd LRPO
4:45 PM – 4:50 PM	Mechanics for Skills Demonstration	DOH-DPCB
4:50 PM – 5:00 PM	Clearing House	PMT
November 7, 2024 (Thursday)		
8:00 AM – 8:20 AM	Management of Learning	PMT
8:20 AM – 10:00 AM	Skills Demonstration (Demo) and Return Demo	BTI Assessor-Evaluators (AEs) Dr. Ron Quintana Dr. Greg Suarez II Mr. James Ryan Molina Mr. Israel Dakila Ronquillo Mr. Bryan Kenneth C. Medina Ms. Naida Macapallag Ms. Angelie Brook Cejudo Mr. Peejay Gonzales Additional four (4) AEs (TBD)
10:00 AM – 10:15 AM	Snack Break	-
10:15 AM – 12:00 PM	Continuation of Skills Demo and Return Demo	BTI Assessor-Evaluators
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 3:00 PM	Continuation of Skills Demo and Return Demo	BTI Assessor-Evaluators
3:00 PM – 3:15 PM	Snack Break	-
3:15 PM – 4:05 PM	Continuation of Skills Demo and Return Demo	BTI Assessor-Evaluators
4:05 PM – 4:50 PM	Demonstration of Facilitating BTI with Children and Adolescents	Child and Adolescent Health Experts
4:50 PM – 5:00 PM	Clearing House	PMT
November 8, 2024 (Friday)		
8:00 AM – 8:30 AM	Management of Learning	PMT
8:30 AM – 9:30 AM	Promoting BTI and Tobacco Control	Dr. Ria Tan (or alternate) DOH-HPB
9:30 AM – 10:00 AM	Overview of the BTI Provider's Action Plan	BLSS-SHD
10:00 AM – 10:15 AM	Snack Break	-
10:15 AM – 11:00 AM	Action Plan Preparation	All Regions
11:00 AM – 11:30 AM	Presentation of Selected Action Plans	Selected Regions
11:30 AM – 12:00 PM	Closing • Message • Awarding of Certificates • Photo Ops	Dr. Miguel Angelo S. Mantaring Director IV, BLSS PMT

Annex C

List of Resource Persons (RPs) and BTI Assessor-Evaluators (AEs)

Agency/ Organization	Name	Role		Topic (for RPs)
		AE	RP	
DepEd	-		-	Message(s) during the Opening/Closing Program
	-		-	Inputs during the discussions
	1		✓	• Tobacco Control in DepEd • DepEd BTI Provider's Action Plan Preparation
	2		✓	Tobacco Use as a Child Protection Issue
DOH-DPCB	3		✓	Message during the Opening Program
	4	✓	✓	Smoking Cessation Program Overview and Updates
	5		✓	"Contextualizing Inputs" Across Modules 1-6
	6	✓		
	7	✓		
	8	✓	✓	Health Burdens of Tobacco Use
	9	✓		
DOH-HPB	10		✓	• Overview of the NTPCS 2023-2030 • Promoting BTI and Tobacco Control
DOH CHD-Region VII	11	✓	✓	• Module 2: BTI Essentials • Module 6: Establishing Strong Connections
	12	✓		
DOH CHD MIMAROPA	13	✓	✓	Module 1: Building Momentum
TBD ^[2]	14	✓		
	15	✓		
	16	✓		
LCP	17		✓	DOH Quitline
BSP	18	✓	✓	Best Practices in Cessation Services
PCCP	19		✓	• EVALI and Updates on Vapes • COPD Clinical Practice Guidelines
SAMPI	20		✓	Smoking in Children and Adolescents
PAPA	21		✓	Tobacco Control in Children and Adolescents
PPS	22		✓	Contextualizing BTI for Children and Adolescents
N/A	23		✓	• Module 3: Not Ready to Quit • Module 4: Ready to Quit • Module 5: Staying Quit/Relapse
TOTAL		12	16	

^[1] Or alternate permanent BLSS-SHD personnel

^[2] Additional DOH-CHD personnel to serve as AEs, to be determined by the DOH-DPCB

^[3] Alternate RP for Modules 3-5

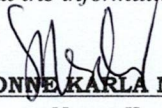
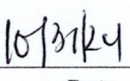
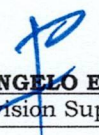
^[4] Expected to stay throughout the training for the "contextualizing inputs" across modules 1-6, and the demonstration of BTI provision for children and adolescents



Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

No: _____

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

NAME	YVONNE KARLA M. LOBITE
Position/Designation	Nurse II
Permanent Station	Southwest 1 District
Purpose of Travel (must be supported by attachment)	To participate in the 5-day training on Ensuring the Provision of Brief Tobacco Intervention (BTI) to personnel and learners in the Department of Education
Host of Activity	Department of Education (DepEd) Regional Office X, through the Bureau of Learner Support Services-School Health Division (BLSS-SHD)
Inclusive Dates	November 4-8, 2024
Destination	Ecotech Center, Cebu City
Fund Source	The costs of the board and lodging of all participants shall be charged against the BLSS-SHD FY LSP Continuing Funds. Travel expenses of DepEd Field Office participants shall be charged to the downloaded funds to Ros for this purpose. Concerned Ros and SDOs are requested to augment funds in case of deficiencies and shortages.
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>  YVONNE KARLA M. LOBITE Nurse II  _____ Date	
<i>This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.</i>  ROSALIO R. VITORILLO Chief, SGOD _____ Date	
APPROVED  ROY ANGELO E. GAZO Schools Division Superintendent _____ Date	



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048