



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BENGUET**  
Wangal, La Trinidad, Benguet  
Telefax: (074) 422-6570; (074)422-7501



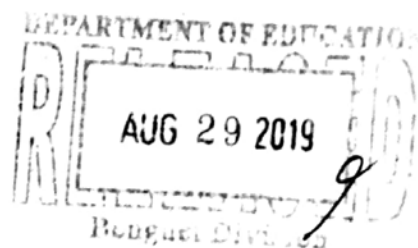
**DIVISION MEMORANDUM NO. 216 s. 2019**

**Date:** August 28, 2019

**To:** All SGOD Personnel  
PSDSs/District Heads  
School Heads  
Field Nurses  
Guidance Counselors

**From:** **MARIE CAROLYN B. VERANO, CESO VI**  
Schools Division Superintendent  
8-28-19

**Subject:** Mental Health Management Seminar with Team Building Activity for SGOD Personnel



1. Mental Health is one issue that is so prevalent these days in the different sectors of the society. In the workplace, the World Health Organization (2019) reported that a negative working environment may contribute to physical and mental health problems, absenteeism and lost productivity. On the other hand, workplaces that promote mental health are more likely to reduce absenteeism, increase productivity and benefit from associated economic gains.
2. Recognizing the importance of providing a healthy working environment to every male and female employee and promoting a healthy relationship among employees, the School Governance and Operations Division, will be conducting a seminar on Mental Health Management to its personnel with team building activity on **September 10-11, 2019**. Venue will be announced soon.
3. All SGOD Personnel, Field Nurses, and Guidance Counselors are expected to attend.
4. Meals and snacks will be provided chargeable against HRTD Fund while travel expenses maybe charged to local fund subject to the usual accounting and auditing rules and regulations.
5. For your guidance and strict compliance.

## PROGRAM OF ACTIVITIES

<b>Day 1</b>	
8:00 - 8:30	Registration
8:30 – 10:00	Recollection: Session 1
10:00 – 10:15	Health Break
10:15 – 12:00	Recollection: Session 2
12:00 – 1:00	Lunch Break
1:00 – 5:00	Team Building Activities
<b>Day 2</b>	
8:30 – 10:00	Physical and Mental Wellness
10:00 – 10:15	Health Break
10:16 – 12:00	Values Formation/ Character Building
12:00 – 1:00	Lunch Break
1:00 – 2:45	Financial Literacy
2:45 – 3:00	Health Break
3:00 – 5:00	Assessment/ IPCR Review
5:00	Closing Program