



Republic of the Philippines  
**Department of Education**  
Region X  
**SCHOOLS DIVISION OF TANGUB CITY**



May 23, 2023

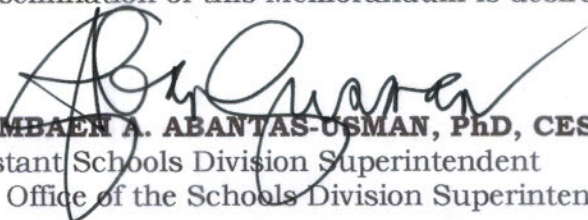
**DIVISION MEMORANDUM**

No. 17, s. 2023

**STANDARD OPERATING PROCEDURES IN MANAGING SUICIDAL SITUATIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Schools District In-Charge  
Elementary and Secondary School Heads  
Elementary and Secondary School Guidance Advocates  
All Others Concerned  
This Division

1. The Implementing Rules and Regulations of Republic Act No. 11036 otherwise known as the Mental Health Law, Section 25 stipulates that "Educational institutions such as schools, colleges, universities, and technical schools shall develop policies and programs for students, educators, and other employees designed to: raise awareness on mental health issues, identify and provide support services for individuals at risk, and facilitate access, including referral mechanisms of the individual with mental health conditions to treatment and psychosocial support. Thus, this Division will conduct an orientation on Standard Operating Procedures in Managing Suicidal Situations on **July 5, 2023, from 8:00 am to 5:00 pm at the Division Conference Hall.**
2. The participants of the orientation are the school guidance advocates.
3. Attached is the Training Matrix for your reference.
4. It is advised that the minimum health and safety protocols must be observed for the duration of the activity.
5. Meals and Snacks shall be charged against HRTD funds subject to usual accounting and auditing policies, rules, and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**SHAMBAEN A. ABANTAS-OSMAN, PhD, CESE**  
Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent

NRL/SGOD/mtb/05-23-23  
To be indicated in the Perpetual Index  
Under the following subjects:

MENTAL HEALTH AWARENESS  
PSYCHOSOCIAL SUPPORT  
LEARNERS



Address: Anecito Siete St. Mantic, Tangub City  
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**TRAINING WORKSHOP ON STANDARD OPERATING PROCEDURES IN MANAGING  
SUICIDAL SITUATIONS**

**TRAINING MATRIX**

Date	Time	Topic/Activity	Persons Involve
<b>July 5, 2023</b>	8:00-8:30	Preliminaries	Facilitators
	8:30-10:00	Counseling and Referral System for Learners	John Lyric D. Poligates
	10:00-11:00	Operating Procedures in Managing Suicidal	John Lyric D. Poligates
	11:00-12:00	Responsibilities in Different Governance Level	Mohamad T. Batingolo
	12:00-1:00	Lunch Break	
	1:00-2:00	Suicide Risk Assessments	John Lyric D. Poligates
	2:00-3:00	Assessment Administration Interpretation	John Lyric D. Poligates
	3:00-4:30	Workshop/Case Analysis	John Lyric D. Poligates Mohamad T. Batingolo
	4:30-5:00	Closing Program	Facilitators

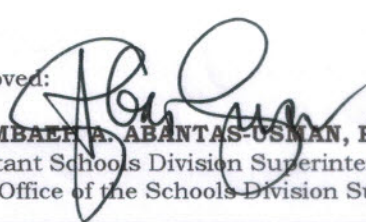
Prepared by

  
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**LORNA C. PENONAL**  
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Approved:

  
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