



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF TANGUB CITY**  
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**DIVISION MEMORANDUM**  
**No. 176, s. 2018**

**REITERATION OF DEPED ORDER NO. 25, s. 2013 RE: GUIDELINES ON THE CONDUCT OF CAREER GUIDANCE WEEK FOR HIGH SCHOOL STUDENTS EFFECTIVE SCHOOL YEAR (SY) 2013-2014**

To: Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Elementary and secondary School Heads  
This Division

1. Pursuant to DepEd Order No. 25, s. 2013 as hereto attached, all public secondary schools are hereby instructed to conduct Career Guidance Week Celebration on the last week of July every school year.
2. Career Guidance Week aims to raise awareness and to enable learners to be well – informed of the existing career opportunities that can provide the guidance needed by young persons in the choice of a career particularly in choosing the right Senior High School Track/Strand they want to pursue.
3. In relation to this, the school head, together with other school officials, school career guidance advocate and class adviser shall initiate a meaningful conduct of the Career Guidance Week.
4. A narrative report with pictorials of the conduct of the Career Guidance week shall be submitted to this Office, attention: Virginia S. Bagaboyboy, EPS – I on or before August 6, 2018.
5. For strict compliance.

**JEAN G. VELOSO**  
Assistant Schools Division Superintendent  
OIC-Schools Division Superintendent

JGV/vsb/7-11-18

**GENERAL GUIDELINES IN THE CONDUCT OF CAREER GUIDANCE WEEK FOR  
HIGH SCHOOL STUDENTS EFFECTIVE SY 2013-2014**

The direction of one's career path can be strengthened in the presence of career advocacy program defining the various jobs which are considered marketable. This initial activity coupled with awareness to be well-informed of the existing career opportunities can provide the guidance needed by young persons in the choice of a career.

1. The Career Guidance Week celebration is envisioned to prevent too much waste of resources including time being spent in producing graduates in the tertiary level as well as in technical vocational education who could not meet the qualification standards in the labor market. Mismatch between 1) interest/aptitude and career; 2) career and labor demand; and 3) education/training and career results from uninformed and misguided students.
2. At the end of the Career Guidance Week, the students shall have:
  - acquired information on
    - discovering one's strengths and developing awareness
    - the qualification standards for all types of career jobs
    - making informed decisions on a career choice
  - developed awareness and appreciation of
    - the available jobs/choices in the labor market
    - their needs, interests, aptitudes and inclinations
  - experienced
    - careers they are aiming at
    - matching their interest with the possible career in a given array of choices
    - identifying a career fitted to one's interest
3. The following are the activities for the conduct of the Career Guidance Week:

Day	Activities: Focus on Student-Job Matching
Day 1	<ul style="list-style-type: none"> <li>• Parade: <i>Students are dressed in their future careers (Ex. Coat and tie for lawyer)</i></li> <li>• Launching ceremony/opening</li> <li>• Setting up of Booths</li> </ul>
Day 2	<ul style="list-style-type: none"> <li>• Structured Learning Experiences (SLE) on Holland's Party Game <ul style="list-style-type: none"> <li>- Lecturette: Self Assessment on Career Planning focus on Interests and Values)</li> </ul> </li> <li>• Formulating One's Mission Statement</li> <li>• The Role of Parents in the Students' Choice of Career</li> </ul>
Day 3	<ul style="list-style-type: none"> <li>• Career Planning (to be assisted by DOLE) <ul style="list-style-type: none"> <li>- Goal Setting</li> <li>- Action Planning</li> </ul> </li> </ul>
Day 4	<ul style="list-style-type: none"> <li>• CAREER Talk <ul style="list-style-type: none"> <li>- CHED</li> <li>- TESDA</li> <li>- DOST</li> <li>- Industries/Manufacturing Firms</li> </ul> </li> <li>• Sharing of Experiences/Lessons Learned by Students</li> </ul>
Day 5	Closing Program

4. The participants in the career guidance activities are all high school students from Grades 7 to 12, accompanied by their parents or guardians and other education stakeholders.

5. The Department of Education through the class advisers, guidance counselors, other school officials is the lead implementer. Experts from other government agencies such as the Commission on Higher Education (CHED), Technical Education and Skills Development Authority (TESDA), Philippine Regulation Commission (PRC), and Department of Labor and Employment (DOLE) may be tapped as resource persons to ensure the success of the Career Guidance Week activities.