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Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

November 9, 2026

REGIONAL MEMORANDUM
No. 1490 s. 2026

UPDATING OF GUIDANCE COUNSELING-RELATED POSITIONS INVENTORY PURSUANT TO REPUBLIC ACT NO. 12080

To: Schools Division Superintendents
Human Resource Management Officers
All Others Concerned

1. Attached is Memorandum DM-OUHRODI-2026-4026 dated 21 October 2026 with the subject: Updating of Guidance Counseling-Related Positions Inventory Pursuant to Republic Act No. 12080.

2. Immediate dissemination of and compliance with this Memorandum are desired.

for:
SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

Enclosure: As stated
Reference: As stated
To be indicated in the Perpetual Index under the following subjects:

GUIDANCE COUNSELING
INVENTORY
UPDATING

DEPARTMENT OF EDUCATION
1490
11.11.26

AD-PS-EDR

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT, AND INFRASTRUCTURE

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DEPARTMENT OF EDUCATION
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DATE: 10/28/24
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MEMORANDUM
DM-OUHRODI-2026-4026

TO : **DEPED REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM: : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development, and Infrastructure

SUBJECT : **UPDATING OF GUIDANCE COUNSELING-RELATED POSITIONS INVENTORY PURSUANT TO REPUBLIC ACT NO. 12080**

DATE : 21 October 2026

Pursuant to Section 9 of Republic Act No. 12080, titled *Basic Education Mental Health and Well-Being Promotion Act*, and its Implementing Rules and Regulations (IRR), the Department initiated the conversion and reclassification of its guidance-related positions with the issuance of Memorandum DM-OUHROD-2026-0135 on 27 January 2026. Subsequently, the Department issued Memorandum DM-OUHROD-2026-0542, entitled *Amendment to the Performance Requirement and Frequently Asked Questions on the Reclassification of Guidance Counselor and Guidance Coordinator Positions Pursuant to RA 12080,* on 25 February 2026, to provide further guidance on the reclassification process and evaluation.

Thereafter, two supplemental Memoranda dated 12 May 2026 and 01 June 2026 were issued to guide the submission of the Plantilla Allocation List (PAL) for the remaining 175 guidance counseling-related incumbents and to clarify concerns regarding:

(i) *positions tagged as Coterminous to the Incumbent (CTI);*
(ii) *incumbents who do not meet the Qualification Standards (QS) of equivalent positions;* and
(iii) *incumbents who did not signify their intent to participate in the reclassification and retitling process.*

It shall be noted that the initial assessment of applications for reclassification was based on the proposed Qualification Standards (QS) submitted to the Civil Service Commission (CSC) in November 2025. On 30 June 2026, the CSC issued CSC Resolution No. 2600920 on the approved QS for Schools Division Counselor (SDC), School Counselor (SC) I-IV, and School Counselor Associate (SCA) I-V positions, with elaborations on the relevant experience and training, which was later adopted and

released by DepEd, together with the official Job Descriptions for the positions and the applicable recruitment, selection, and appointment guidelines, through DepEd Order No. 019, s. 2026.

Further, based on a coordination meeting with the Department of Budget and Management (DBM) held on 13 July 2026, it was resolved that the issuance of a Joint Circular is necessary to establish the criteria, standards, and procedures for the reclassification and retitling of guidance-related positions, including the resolution of concerns on exemption from the quantum leap rule. As an update, DepEd submitted the draft Joint Circular to DBM on 15 September 2026 for review, comment, and/or approval. The issuance of the Joint Circular is targeted within the fourth quarter of 2026, or at the earliest possible time.

To update the status of guidance counseling-related positions, whether filled or unfilled, which shall be the basis for the conversion of vacant items to SCA I and to establish an estimate of the financial requirements necessary for the reclassification of positions pending the issuance of the DBM-DepEd Joint Circular, **all Schools Division Offices (SDO) are hereby directed to facilitate the updating of plantilla item status and reassessment of the position reclassification of guidance counseling incumbents based on the CSC-approved QS,** observing the following guidelines:

1. Update the status of guidance counseling plantilla items using the inventory tool provided.
2. Reassess the qualifications of the incumbent applicants based on the CSC-approved QS and determine the appropriate reclassified position.
    a. To do this, SDOs shall notify the applicant concerned of the status of their reclassification application.
    b. Applicants may submit updated qualification credentials should they have acquired higher qualifications since their last submission.
3. Provide an initial assessment on the incumbent's qualifications for the Schools Division Counselor position.

For security and privacy purposes, the inventory of guidance counseling-related plantilla items shall not be disseminated through public channels. The reference link shall instead be shared through the designated closed group communication channel with authorized personnel only.

To facilitate the conduct of the validation activity and ensure common understanding of the process, **all Human Resource Management Officers (HRMO)** are invited to attend a **Virtual HRMO Interface via MS Teams** on **28 October 2026 (Wednesday), at 1:30 p.m.** Participants are requested to register through the following link: **https://bit.ly/HRMO-Interface**. The MS Teams meeting link will be sent to the participants' registered email addresses upon registration.

For clarifications and concerns, you may coordinate with **Mr. Jeric Francis C. Llanto** or **Ms. Bea Mariae Rolaine C. Ramos** of the Bureau of Human Resource and Organizational Development – Organization Effectiveness Division (BHROD-OED) through landline number **(02) 8633-5375** or email at **bhrod.oed@deped.gov.ph**.

For your appropriate action.

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