DEPARTMENT OF EDUCATION
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Republic of the Philippines
Department of Education
REGION I

REGIONAL MEMORANDUM
No. 280, s. 2026

AMENDMENT TO THE PERFORMANCE REQUIREMENT AND FREQUENTLY ASKED QUESTIONS ON THE RECLASSIFICATION OF GUIDANCE COUNSELORS AND GUIDANCE COORDINATOR POSITIONS PURSUANT TO RA. 12080

To: All Schools Division Superintendents
All Schools Division Offices Administrative Officer V
All Schools Division Offices Human Resource Management Officers
All Others Concerned

1. This is in reference to the attached MEMORANDUM DM-OUHROD-2026-0542 dated February 25, 2026 from Usec. Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development, Department of Education relative to the abovementioned subject.

2. It is informed that the recently issued memorandum amends the performance rating requirement for the reclassification or retitling of guidance counselor and guidance coordinator positions wherein it is no longer a requirement to submit the performance rating in the last rating period for the said reclassification or retitling process.

3. For information, guidance and strict compliance.

For the Regional Director:

RHODA T. RAZON
Director III

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DepEd RO1 PERS260020

Encl.: As Stated
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:

EVALUATION INFORMATION OFFICERS OFFICIALS

AD/PS/hfa/RM_AmendmentPerformanceofGuidancePositions

February 26, 2026

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2026-0542

TO : **REGIONAL OFFICES**
SCHOOLS DIVISION OFFICES
ALL OTHERS CONCERNED

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

SUBJECT : **AMENDMENT TO THE PERFORMANCE REQUIREMENT AND FREQUENTLY ASKED QUESTIONS ON THE RECLASSIFICATION OF GUIDANCE COUNSELOR AND GUIDANCE COORDINATOR POSITIONS PURSUANT TO RA 12080**

DATE : 25 February 2026

Pursuant to Section 9 of Republic Act (RA) No. 12080, also known as the *Basic Education Mental Health and Well-Being Promotion Act*, which states that *"[t]he positions of Guidance Counselor [and] Guidance Coordinator [...] shall be converted or reclassified, or both, to the pertinent newly created positions. The DepEd, DBM, and CSC shall determine the eligibility and qualifications of the newly created positions in accordance with this Act,"* all incumbent Guidance Counselors and Guidance Coordinators shall be transitioned, through reclassification or retitling, to the appropriate School Counselor and School Counselor Associate positions based on the prescribed Qualification Standards (QS) in terms of *Education, Training, Experience*, and *Eligibility/ Professional License*.

In view of this transition, this Memorandum hereby amends the requirements for the reclassification of Guidance Counselor and Guidance Coordinator positions as stipulated under DM-OUHROD-2026-0135[1], such that the performance rating requirement shall no longer be required. As such, incumbents for reclassification or retitling shall no longer be required to submit a Performance Rating in the last rating period covering one (1) complete performance cycle in the current position.

[1] Conversion and Reclassification of Existing Guidance Counselor and Guidance Coordinator Positions Pursuant to Republic Act (RA) No. 12080