DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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REGIONAL MEMORANDUM
No. 1525 s. 2026

DESIGNATION OF FOCAL PERSON FOR THE LEARNER WELLNESS OFFICE (LWO) IN THE REGIONAL AND SCHOOLS DIVISION OFFICES

To: Schools Division Superintendents

1. In accordance with Republic Act No. 12080 (*Basic Education Mental Health and Well-Being Promotion Act*) and Memorandum OM-OUGOPS-2026-01-04577, all Schools Division Offices (SDOs) are directed to designate an official Focal Person for the Learner Wellness Office (LWO). Serving as an interim bridge pending the formal establishment of the Mental Health and Well-Being Office (MHWO), this designation aims to oversee mental health, guidance, and counseling (MHGC) services, address operational concerns of school-based mental health personnel, and ensure seamless service delivery across schools.

2. The RO/SDO, LWO Focal Person should preferably be a Licensed Guidance Counselor or Registered Psychologist operating under the School Governance and Operations Division (SGOD), while the Regional LWO Focal Person shall operate under the Education Support Services Division (ESSD). This designation shall take effect immediately until the end of the School Year 2026–2027.

3. For the specific roles and responsibilities of the LWO Focal Persons and ESSD/SGOD Chiefs, please refer to **Annex A** of the said memorandum.

4. All Schools Division Offices (SDOs) are required to submit their signed endorsement letter, following the prescribed format in Annex B, via email to **blss.od@deped.gov.ph**, copy furnished **blss.lwd@deped.gov.ph** and **essd.region1@deped.gov.ph**, using the subject line "ENDORSEMENT | Region/SDO – Designated LWO Focal." Furthermore, the designated focal persons must accomplish the registration form through **https://tinyurl.com/LWOFocalPersons2026** and attend the mandatory online orientation scheduled on November 24, 2026, at 10:00 a.m. via

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Microsoft Teams through **https://tinyurl.com/LWOFocalsOrientation**. All required submissions must be completed not later than November 13, 2026.

5. For information and strict compliance.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV / Regional Director

Encl.: As stated
Reference: DepEd Memorandum OM-OUGOPS-2026-01-04577
To be indicated in the Perpetual Index
under the subjects:
OFFICIALS
SCHOOLS
PROGRAMS

ESSD/SQC/DCN/PBS/RM_ Designation_of_LWO_Focal_Person

November 16, 2026