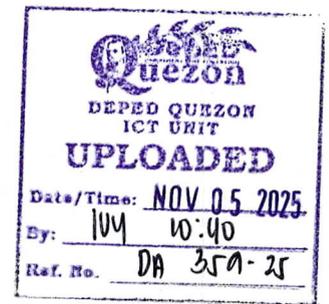




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



DIVISION ADVISORY NO. 359, s. 2025
November 3, 2025

In compliance with DepEd Order (DO) No. 8, s. 2013, this advisory is issued not for the endorsement per DO 28, s. 2001, but only for the information of DepEd officials, personnel/staff, as well as the concerned public
(Visit www.deped.gov.ph)

**BASIC OCCUPATIONAL SAFETY AND HEALTH COURSE (BOSH)
40 HOUR FOR SAFETY OFFICER 2**

The ActSafe, Health and Environmental Corp. will be conducting an approved Online Training on Basic Occupational Safety and Health Course (BOSH) 40 Hour for Safety Officer 2 – Exclusive for Government Employees on November 17-21, 2025 from 8:00 am – 5:00 pm via webinar (Zoom Pro). In relation to this, interested participants are invited to join the said activity.

Please be advised that participation to the said webinar should be **voluntary**, and other related costs which may be incurred by the applicants shall be on **personal expense**. They are also reminded to **strictly observe Time-On-Task Policy**, and **strict compliance to No Disruption of Classes Policy of the Department as stipulated in DepEd Order No. 09, s. 2005**.

For further details, please see attached document for reference.

hrdlap11/03/2025 ok

DEPEDQUEZON-TM-SDS-04-011-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: 1030-090320-121

PARTICIPANT REGISTRATION FORM

Name of Participant:

(First Name Middle Name Last Name)

Address:

Facebook Account Name:

Email:

Contact No.:

Age & Date of Birth:

Company Name (If Applicable):

Address:

TIN No.:

Indust

Contact No.:

No. of Worker

Position:

Training Course DOLE-BWC Prescribed: (Please check)

Basic OSH Training SO1 & SO2

Advance OSH Training for SO3 & SO4

BOSH 40 Hours

LCM 40 Hours

COSH 40 Hours

SPHA 40 Hour

OSH SO1 10 Hours

TOT 24 Hours

For 1 Day and 2 Days OSH Training:

For International OSH Training:

Mode of Payment: (Please check)

Cash:

Bank Transfer:

Other method:

(GCASH,PPS Padala,etc)

Account Name: ACTSAFE, HEALTH AND ENVIRONMENTAL CORP.

BDO Account No.: 003638013927

GCASH: 09663614959 (Michelle I. Cruz)

Palawan Pawnshop Pera Padala: Michelle I. Cruz (Anywhere in the Philippines)

09669967243/09615018330



actsafe2019@yahoo.com



https://actsafecorp.com



121 JMK Buidling, 3F Room 314, West Avenue, Quezon City





ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: 1030-090320-121

Certificate to be sent: Company Home Pick up

Please email the following to the email given below asap:

- (1) your proof of payment (picture of your payment slip)
- (2) 1 - Valid Identification Card (preferably government issued / student ID for students)
- (3) 2x2 Photo ID (most recent, FORMAL and white or plain background NOT a selfie)

NOTE: Please insert a CLEAR image for #1, 2 and 3 on the spaces indicated. It may be a scanned copy or a picture.

- (4) This duly filled up Registration Form
- (5) Signed consent/authorization form regarding the recorded online training and acceptance of the Online OSH Training Policy

You may contact the given mobile numbers for further information:

Contact Us At: actsafe2019@yahoo.com/aresafe2019@yahoo.com/actsafe2019@gmail.com

Corporate Mobile No.: 09669967243/09615018330

For the e-signature, please type your full name on the box provided / please attach your e-signature if you have a readily available image.

Signature of Participants:

Please insert / place / paste your 2x2 Picture and Valid ID below.

2x2 ID PICTURE

VALID ID HERE

Note: You may change the box size to fit your ID size accordingly.

09669967243/09615018330

actsafe2019@yahoo.com

<https://actsafecorp.com>

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ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: 1030-090320-121

Training Consent and Authorization Form

The **Actsife, Health and Environmental Corporation** is committed to comply with the Data Privacy Act of 2012. By signing the agreement below, the participant agrees to give the training center consent and authorization to process information, store and submit to the authority in accordance with the Data Privacy Act of 2012. Agreement to all provisions below is a condition on the registration and participation to the Occupational Safety and Health Training in compliance to **Department Order 198-18, the IRR of the Republic Act 11058 "AN ACT STRENGTHENING COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH STANDARDS AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF"** under the regulations of the **Occupational Safety and Health Center (OSHC) of the Department of Labor and Employment (DOLE)**.

The following are the terms and training policies:

1. I hereby certify that I will submit the following requirements to Actsife prior to acceptance of my training registration:

- (1) proof of payment (picture of your payment slip)
- (2) 1 - Valid Identification Card (preferably government issued / student ID for students)
- (3) 2x2 Photo ID (most recent, FORMAL and white or plain background NOT a selfie)
- (4) The duly filled up Registration Form
- (5) This signed consent/authorization form regarding the recorded online training and acceptance of the Online OSH Training Policy.

2. I shall abide by all the regulations and policies on Occupational Safety and Health Training of the Accredited Safety Training Organization (**The Actsife, Health and Environmental Corporation**).

3. I hereby authorize and give voluntary consent to **Actsife, Health and Environmental Corporation** to collect and process the information stated herein and other training related documents and information.

4. I agree, authorize and give my consent to **Actsife, Health and Environmental Corporation** to record the training for the purpose of complying with the requirements of the **Occupational Safety and Health Center (OSHC)** monitoring and evaluation process.

5. I hereby agree with the policy of deferment. In case a participant wish to defer or withdraw his/her enrollment, he or she should notify ACTSAFE through email or call/text or messenger stating the reasons why he/she will withdraw or defer the registration at least five (5) days before the start of the online training.

8. By Signing below, I agree to all the terms and conditions stated herein and to all the policies of **Actsife, Health and Environmental Corporation** and that my agreement to all those stated above is among the conditions to my training enrollment.

Signature of Participant

For the e-signature, please type your full name on the box provided / please attach your e-signature if you have a readily available image.

09669967243/09615018330

actsafe2019@yahoo.com

<https://actsafecorp.com>

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ACTSAFE, HEALTH & ENVIRONMENTAL CORP.

DOLE-OSHC Accreditation No.: **1030-090320-121**

Please insert / place / paste your proof of payment below.

-Thank you for joining our trainings-

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ACTSAFE
HEALTH AND ENVIRONMENTAL CORP.
DOLE-OSHC Accreditation No.: 1030-090320-121

121 JMK BLDG., West Avenue, Bungad, Quezon City
Email: actsafe2019@yahoo.com Contact Nos.: 09615018330
aresafe@yahoo.com 09669967243

Time	Duration	Topic
		Element 1.2: Improper Materials Handling & Storage Hazards Element 1.3 Machine Hazards Element 1.4: Fire Hazards Elements 1.5 Electrical Hazards
3:30pm-3:45pm	15 minutes	Life Break
3:45pm-5:00pm	1 hour & 15 minutes	Workshop on Safety Hazards Identification
Day 2		
8:00am-8:15am	15 minutes	Learning Review
8:15am-9:30am	1 hour & 15 minutes	Element 2: Health Hazards Element 2.1 : Industrial Hygiene-Health Hazards Identifications
9:30am-9:45am	15 minutes	Life Break
9:45am-10:45am	1 hour	Workshop on Health Hazards Identification
10:45am-12:15pm	1 hour & 30 minutes	Element 2.2: Industrial Hygiene-Evaluation of Health Hazards
12:15pm-1:00pm	45 minutes	Lunch Break
1:00pm-3:15pm	2 hours & 15 minutes	Element 2.3: Occupational Health (Medical Surveillance)
3:15pm-3:30pm	15 minutes	Life Break
3:30pm-5:00pm	1 hour & 30 minutes	Element 2.4: Risk Assessment Process With Workshop



Time	Duration	Topic
Day 3		
8:00am-8:15am	15 minutes	Learning Review
8:15am-10:00am	1 hour & 45 minutes	Element 2.5: Control of Measure of Health Hazards
10:00am-10:15am	15 minutes	Life Break
10:15am-12:00pm	1 hour & 45 minutes	Element 2.6: Control Measures Safety Hazards
12:00pm-1:00pm	1 hour	Lunch Break
1:00pm-2:00pm	1 hour	Workshop on Safety and Health Hazards Control
2:00pm-5:00pm	3 hours (Include 15 minute break)	Unit 3: OSH Inspection and Accident Investigation Element 1: Accident and Incident Investigation with Workshop
Day 4		
8:00am-8:30am	30 minutes	Learning Review & Training Games
8:30am-12:00am	3 hours & 30 minutes (Include 15 minutes break)	Element 2: Safety Inspection Conduct safety inspection (workshop) Presentation Critique and Evaluation
12:00am-1:00am	1 hour	Lunch Break
1:00am-3:00am	2 hours	Unit 4: OSH Communications & TOT Element 1: OSH Communication and Trainer
3:00am-3:15am	15 minutes	Life Break
3:15am-5:00am	1 hour & 45 minutes	Unit 5: ERP, OSH Legislation and Other OSH Related Issuances Element 1: Workplace Emergency Preparedness



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aresafe@yahoo.com 09669967243

Time	Duration	Topic
Day 5		Speaker:
8:00am-8:30am	30 minutes	Learning Review & Training Games
8:30am-10:00am	1 hour & 30 minutes	Element 2: PD 626 (Employees Compensation Commission)
10:00am-10:15am	15 minutes	Life Break
10:15am-12:00pm	1 hour & 45 minutes	Element 3: Occupational Safety and Health Legislation
12:00pm-1:00pm	1 hour	Lunch Break
1:00pm—2:30pm	1 hour & 30 minutes	Element 4: Occupational Safety & Health Programming
2:30pm-3:30pm	1 hour	Commitment Setting (Re-entry)
3:30pm-3:45pm	15 minutes	Life Break
3:45pm-4:15pm	30 minutes	Final Examination
4:15pm-4:45pm	30 minutes	Course Conclusion Training Evaluation Trainers Evaluation
4:45pm-5:00pm	15 minutes	Graduation and closing remarks

