



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Negros Oriental

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

No. 636 s, 2023

**2023 YOUNG LEADERS' CAPACITY BUILDING FOR FUTURE GOVERNANCE**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Public Schools Supervisors  
All Public-School Heads Concerned  
All SSLG District Coordinators Concerned  
All SSLG Teacher-Advisers Concerned  
All Others Concerned

1. This Office through the Youth Formation Division (YFD) will conduct the 2023 Leaders' Capacity Building for Future Governance (Live-in) on **November 22-24, 2023 (8:30 am onwards) at Sea Dreams Resort, Dauin Negros Oriental.**
2. This activity aims to empower the student-leaders and teacher-advisers of the school through various leadership activities exposing them to several opportunities and experiences for total human development in the modern times. This Leadership Training will allow the student-leaders to understand their strengths and weaknesses allowing them to interact meaningfully with other leaders individually and/or in groups.
3. In this regard, the participants to this activity are **all District Federated SSLG Presidents and Vice-Presidents with their SSLG District Coordinator or SSLG Teacher-Adviser /Representative**, who will serve as the chaperon of the learners and teacher-participant.
4. In addition to the abovementioned participants, the Youth Formation Unit hereby requests the LearnCon PH 2023 SDO Negros Oriental delegates to join & participate in the said activity.

No.	Name	Designation	School/District
1	Bencci Berg Guitierrez	DRRM Leaners Advocate	Dauin NHS
2	Jameika Santinna Bailado	Health Related Learner Advocate	Demetrio Alviola NHS
3	Mark Mayagma	Sports Learner Advocate	Mabinay NHS

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City

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DepEd TAYO SDO Negros Oriental



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4.	Rex Anthony Rombines	Learner's Right & Protection Advocate	La Libertad Technical Vocational School
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5. The participants must wear comfortable and non-revealing clothing (e.g. organization or club shirt, jogging pants, jeans) and bring with them their preferred international costume/attire, for the "SSLG SDO Neg Or Goes International" presentation activity.
6. Moreover, the learner and teacher participants will bring the following:
  - a. Scarf
  - b. Lecture notebook
  - c. Ballpen
  - d. Water bottle/tumbler
  - e. Personal medical kit/emergency kit
  - f. Personal hygiene kit
7. Student participants are required to submit their original parents' consent, waiver, during the said activity (please see Annex B). The SSLG District Coordinators/Teacher-Advisers are required to submit the official list of participants through the excel link: <https://tinyurl.com/yt4try7m> on or before **November 20, 2023**.
8. Participants are enjoined to participate and encourage to cascade this activity to their respective schools and districts.
9. Furthermore, attached is the list of Technical Working Group (TWG) members and facilitators of the activity (please see Annex A. TWG members will report on **November 21, 2023, (8:00 am) at Sea Dreams Resort, Dauin Negros Oriental**.
10. Meals and accommodation of TWG and all participants shall be charged **against Provincial Special Education Fund (SEF)**, while traveling and other incidental expenses of the TWG and participants shall be charged against Division/School MOOE and other local funds. All are subject to the usual accounting and auditing rules and regulations.

Participants				Technical Working Group (TWG)			
Check-in	Check-out	First Meal	Last Meal	Check-in	Check-out	First Meal	Last Meal
2:00 PM	12:00 NN	AM Snacks	Dinner	2:00 PM	12:00 NN	Breakfast	Dinner
Nov. 22, 2023	Nov. 24, 2023	Nov. 22, 2023	Nov. 23, 2023	Nov. 21, 2023	Nov. 24, 2023	Nov. 21, 2023	No. 23, 2023

11. Teaching and non-teaching personnel who will render overtime services during the activity are entitled for service credits/compensatory overtime credits (COC) in accordance with DepEd Order No. 52, s.2003 – Updated Guidelines on the Grant of Vacation Service Credits for Teachers, and Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget Management (DBM) Circular No. 02, s.2004 on Non-Monetary Remuneration for Overtime Service Rendered.
12. For clarifications, questions, and concerns, please coordinate with Engr. Erwin Pinuto, PDO-1 YFC at 09267259083, Jeylene E. Cerial, PDO-1 YFC at 09067468164 and Jerry Mar B. Vadil at 09606747867.
13. Please refer to the enclosure of this memorandum for activity matrix and other details.
14. Immediate dissemination of this Memorandum is desired.

  
**NERI C. QUASTRO, EdD CESE**  
Schools Division Superintendent

11/17/2023

ANNEX A

**TECHNICAL WORKING COMMITTEE MEMBER**

- Chairperson:** **Rachel B. Picardal, EdD**  
*Chief, SGOD*
- Division Facilitator/s:** **Jeylene E. Cerial** **Erwin C. Pinuto**  
*PDO I – DYFC* *PDO I – DYFC*  
**Regina Clarina E. Empeso** **Jerry Mar Vadil**  
*EPS II – M & E Section* *PDO I – DYFC*
- Technical Assistant:** **Joseph R. Gemina**  
*PDO II – DRRM*  
**Dae P. Habalo**  
*SEPS- Planning and Research*
- Provincial School Board:** **Vanessa V. Equia**  
*PSB Secretary*
- YFP Core Member/s:**
- Reynald C. Dote** **Christine Joy M. De-ita**  
*Teacher 2, Boloc-Boloc ES* *T3 - Mabinay Science HS*  
**Rowell S. Mora** **Edgilou L. Gabo**  
*Teacher 2, DLANHS* *Teacher 3, Siaton NHS*  
**Joan O. Cuevas** **Mildred B. Tangeres**  
*MT 1 – Manjuyod CES-SPED Center* *T3 – Giliqaon ES*  
**Teodulo E. Dave Jr.**  
*Teacher 3, Gregorio Elmaga MHS*  
**Ma. Lourdes C. Patajo**  
*T3 - Jimalalud NHS*
- DRRM Coordinator:** **Nemillo Epanto Garsula**  
*MT-2/TIC, Cangharay ES*  
**Johnrey F. Legara**  
*HT 1- Kakha ES*  
**Alhyn Rhay B. Lajot**  
*T3/TIC- Danao ES*
- Health Personnel:** **Dr. Charlotte Francis Singson**  
*Dentist II*  
**Janet L. Gaddi**  
*Nurse II*  
**Marydel Cadiente**  
*Nurse II*  
**Clint Tiu**  
*Nurse II*

## Activity Matrix

### Learner Participants Schedule

LEARNER			
DATE	TIME	TOPICS	RESOURCE SPEAKERS / FACILITATORS
<b>November 22, 2023</b>	6 AM to 8 AM	Arrival/Registration/ Breakfast	<i>Mildred Tangeres/ Ma. Lourdes Patajo</i>
	8 AM to 9 AM	Opening Program	<i>Joan Cuevas</i>
	9 AM to 10 AM	GTKY	<i>GYL Foci</i>
	10 AM to 12 NN	21 <sup>st</sup> Century Leadership	<i>Reynald Dote/ Christine Joy De-ita</i>
	12 NN to 1 PM	Lunch Break	
	1 PM to 5 PM	YOLO Module	<i>Teodolo Dave Jr./GYL Faci</i>
	5 PM to 6 PM	SSLG CIPG's	<i>YFP Coordinators</i>
	6 PM to 7 PM	Dinner	
	7 PM to 10 PM	Preparation for SSLG SDO NegOr goes International	<i>Rowell Mora/ Egilou Gabo</i>
	10 PM- onwards	Lights-Off	
<b>November 23, 2023</b>	4 AM to 5 AM	Wake-up Call	<i>Mildred Tangeres/ Ma. Lourdes Patajo</i>
	5 AM to 6 AM	Out of the Maze	<i>Teodolo Dave Jr./GYL Faci</i>
	6 AM to 7 AM	Praise and Worship	<i>Teodolo Dave Jr./GYL Faci</i>
	7 AM to 8 AM	Breakfast	
	8 AM to 12 NN	DRRM	<i>Otep Hemina</i>
	12 NN to 1 PM	Lunch Break	
	1 PM to 5 PM	Leadership Test	<i>Teodolo Dave Jr./GYL Faci</i>
	5 PM to 6 PM	Dinner	
	7 PM to 10 PM	Presentation of Talents: SSLG SDO NegOr goes International & Closing Program	<i>Rowell Mora/ Egilou Gabo</i>
<b>November 24, 2023</b>	<i>Home Bound</i>		

### Teacher Participants Schedule

<b>TEACHER</b>			
<b>DATE</b>	<b>TIME</b>	<b>TOPICS</b>	<b>RESOURCE SPEAKERS / FACILITATORS</b>
<b>November 22, 2023</b>	<b>6 AM to 8 AM</b>	<b>Arrival/Registration/ Breakfast</b>	<b>Mildred Tangeres/ Ma. Lourdes Patajo</b>
	<b>8 AM to 9 AM</b>	<b>Opening Program</b>	<b>Joan Cuevas</b>
	<b>9 AM to 10 AM</b>	<b>GTKY</b>	<b>Egilou Gabo</b>
	<b>10 AM to 12 NN</b>	<b>Mentoring 21<sup>st</sup> Century Leaders</b>	<b>Joan Cuevas/ Rowell Mora</b>
	<b>12 NN to 1 PM</b>	<b>Lunch Break</b>	
	<b>1 PM to 5 PM</b>	<b>DRRM</b>	<b>Otep Jemina</b>
	<b>5 PM to 6 PM</b>	<b>SSLG CIPG's</b>	<b>Erwin Pinuto/ Jeylene E. Cerial</b>
	<b>6 PM to 7 PM</b>	<b>Dinner</b>	
	<b>7 AM to 10 PM</b>	<b>Preparation for SSLG SDO NegOr goes International</b>	<b>Rowell Mora</b>
	<b>10 PM- Onwards</b>	<b>Lights-off</b>	
<b>November 23, 2023</b>	<b>4:30 AM to 5 AM</b>	<b>Wake Up Call</b>	<b>Mildred Tangeres/ Ma. Lourdes Patajo</b>
	<b>5 AM to 6 AM</b>	<b>Out of the Maze</b>	<b>Teodolo Dave Jr./GYL Faci</b>
	<b>6 AM to 7 AM</b>	<b>Praise and Worship</b>	<b>Teodolo Dave Jr./GYL Faci</b>
	<b>7 AM to 8 AM</b>	<b>Breakfast</b>	
	<b>8 AM to 12 NN</b>	<b>YOLO MODULE</b>	<b>Teodolo Dave Jr./GYL Faci</b>
	<b>1 PM to 5 PM</b>	<b>Leadership Test</b>	<b>Teodolo Dave Jr./GYL Faci</b>
	<b>5 PM to 6 PM</b>	<b>Dinner</b>	
	<b>7 PM to 10 PM</b>	<b>Presentation of Talents: SSLG SDO NegOr goes International &amp; Closing Program</b>	<b>Rowell Mora</b>
<b>November 24, 2023</b>	<b>Home Bound</b>		



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**Part B: To Be Completed by the Parent/Guardian**

As the parent/guardian of \_\_\_\_\_, I hereby allow him/her to participate in the following:

**Production Name/Project Title:** 2023 Young Leaders Capacity Building for Future Governance

**Location/Online Platform:** Sea Dreams Resort, Dauin, Negros Oriental

**Date and Time:** November 22-24, 2023

I acknowledge that the DepEd will own all rights to his/her images and recording made during the activity. DepEd and its representatives will have the right to use, display, exhibit, reproduce, distribute, and create derivative works of these images and recordings in any media now known or later developed.

As the parent, I understand my roles and responsibility to explain what this consent form is about to the child and ensure that his/her privacy and identity rights are protected and acknowledged accordingly.

As the parent/guardian, I hereby waive any right to inspect or approve the use of the images or recordings or of any written derivatives. I further waive all moral rights. I also waive any right to royalties or other compensation arising from or related to the use of the materials.

As the parent/guardian, I hereby release, defend, indemnify and hold harmless the DepEd and its representatives from and against any claims, damages or liability arising from or related to the use of the images, recordings or materials including, but not limited, claims of defamation, invasion of privacy, rights of publicity, copyright infringement, any misuse, distortion, blurring, alteration, optical illusion or use in composite form that may occur or maybe produced in taking, processing, reducing or producing the finished product, its publication or distribution.

I, \_\_\_\_\_, have legal authority to enter this contract. I have read this document before signing below and I fully understand the contents, meaning and impact of this consent, waiver, indemnity, and release.

This consent, waiver, indemnity, and release is binding on me, my heirs, executors, administrators, and assigns.

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_



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(Annex B)

**Consent, Waiver, Indemnity and Release**  
(To be completed by Young Person and Parent/Guardian)

**Part A: To Be Completed by the Child**

I agree to participate in the activity with the following details:

**Production Name/Project Title:** 2023 Young Leaders Capacity Building for Future Governance

**Location/Online Platform:** Sea Dreams Resort, Dauin, Negros Oriental

**Date and Time:** November 22-24, 2023

I agree to give permission to the **Department of Education (DepEd)** and its representative to make recordings of my voice and to take photographs and/ or videos in which I appear in at the event and location stated above, to be used for the communications and various public campaigns of the Department be it in print, broadcast and/or electronic media.

I have read and understood the accompanying letter and information leaflet. For things I don't understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

I know the purpose of the project/activity and the part I will be involved in. I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Age: \_\_\_\_\_