



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2024-72

To : Chief, School Governance and Operations Division

APRIL ROSE A. ALCALA
JOSE ISRAEL M. MARAVILLES
Project Development Officer I

Subject : **ATTENDANCE IN THE CONDUCT OF DEPED YOUTH FORMATORS CONVERGENCE**

Date : November 12, 2024

Herewith is the Regional Memorandum ESSD-2024-500 titled Invitation to the Conduct of DepEd Youth Formators Convergence, this Office hereby directs the Division Youth Formation Coordinators to attend the abovementioned activity on December 2-6, 2024 at Baguio City.

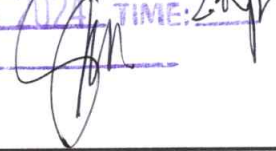
Travelling and other incidental expenses shall be charged to YFD funds or local funds subject to the usual auditing and accounting rules and procedures.

Compensatory Overtime Credit (CTO) of 1 day shall be granted for the services rendered beyond regular hours and/or those rendered on Saturdays, Sundays, and Holidays, or scheduled days off without the benefit of overtime pay (CSC & DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered" and DepEd Order Number 53 series 2003" Updated guidelines on Grant of Vacation Service Credits to Teachers", attendance/participation in DepEd activities which are short-term duration if such are held during summer vacation or during weekdays.

For information and guidance.


MELANIE R. ESTACIO, Ph.D., CESO VI
Schools Division Superintendent

11/14/24

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November 8, 2024

REGIONAL MEMORANDUM
ESSD-2024-500

INVITATION TO THE CONDUCT OF DEPED YOUTH FORMATORS CONVERGENCE

To: Schools Division Superintendents
Chief Education Supervisor
Education Support Services Division

1. Herewith is Memorandum No. DM-OUOPS-2024-11-0859 dated 08 October 2024 from **Atty. Revsee A. Escobedo**, Undersecretary for Operations titled **Invitation to the Conduct of DepEd Youth Formators Convergence 2024 on December 2-6, 2024 in Baguio City.**
2. Regional Youth Formation Coordinator (RFYC) and Project Development Officers (PDOs) I are requested to attend.
3. Travelling and other incidental expenses shall be charged YFD funds or local funds subject to the usual auditing and accounting rules and procedures.
4. Immediate and wide dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV

Encl.: As stated

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

ACTIVITIES
CONVERGENCE

PROGRAMS
YOUTH FORMATION

/weh

DEPARTMENT OF EDUCATION
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Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

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MEMORANDUM
DM-OUOPS-2024-11-6809

TO : Minister, Basic, Higher, and Technical Education, BARMM
Regional Directors
Schools Division Superintendents
Regional and Division Youth Formation Coordinators
All Others Concerned

FROM : *Escobedo*
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : INVITATION TO THE CONDUCT OF
DEPED YOUTH FORMATORS CONVERGENCE 2024

DATE : October 08, 2024

The Operations Strand, through the Bureau of Learner Support Services – Youth Formation Division (BLSS-YFD), is committed to continuously upskill and expand the capabilities of its counterparts in the field in implementing youth formation programs. With this, the BLSS-YFD, in partnership and collaboration with the Schools Division Office (SDO) of Baguio City and upon the recommendation of the Pambansang Samahan ng Tagapaghubog ng Pilipinas (PSTP), will conduct the **DepEd Youth Formators Convergence 2024** on **December 2-6, 2024** in **Baguio City**.

Specifically, the activity aims to:

- gather feedback, recommendations, and relevant inputs for policies, program management, and implementation of programs, projects, and activities in the field;
- enhance the capacities (KSAs) of the Youth Formators in developing feasible and innovative plan of activities, through collaborative and integrative learning; and
- recognize and reinforce the role of Youth Formators as valuable partners of the school and community in promoting learner-centered, inclusive, and liberating youth programs.

Please be informed that all Regional Youth Formation Coordinators (RYFCs) and Project Development Officer Is, designated as Division Youth Formation Coordinators (DYFCs), are required to attend the said activity. The specific venue and other administrative matters will be shared in a separate issuance. To confirm attendance and participation, kindly register through: <https://tinyurl.com/DepEdYFC2024Registration>



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Effectivity	03.23.23	Page	1 of 4



Furthermore, to facilitate effective correspondence with all participants, RYFCs and DYFCs are requested to ensure that their contact information and other relevant details are updated in the BLSS-YFD online directory accessible through: <https://tinyurl.com/DepEdYFCsDirectory>

Traveling and other expenses incurred by the participants during the activity shall be charged to local funds, Program Support Funds or Maintenance and Other Operating Expenses (MOOE) of regions and divisions in accordance with the existing accounting and auditing rules and regulations.

Kindly refer to **Annex A** for the indicative program of activities.

For more information, questions or concerns, please contact Ms. Jemalyn Beatriz V. Aceveda, OIC-Assistant Chief of BLSS-YFD, through email at blss.yfd@deped.gov.ph

For immediate dissemination and compliance.

[YFD/AAL/09302024]



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Annex A.

Indicative Program of Activities
DEPED YOUTH FORMATORS CONVERGENCE 2024
 December 2-6, 2024 | Baguio City

Time	Activity
Day 1: Dec 2, 2024 – OPENING PROGRAM	
8:00 a.m. – 12:00 n.n.	Technical Working Group Meeting and Final Dry Run
12:01 p.m. – 2:00 p.m. onwards	Hotel Check-in Registration of Participants Claiming of Participants' Kits
2:01 p.m. - 2:30 p.m.	Preliminaries Opening Performance <ul style="list-style-type: none"> • National Anthem • Prayer • Emergency Evacuation Protocol • Event Rules • Roll Call of Participants
2:31 p.m. - 2:45 p.m.	Welcome Address
2:46 p.m. - 3:10 p.m.	Opening Messages
3:10 p.m. – 3:30 p.m.	Inspirational Message
3:31 p.m. – 4:00 p.m.	Presentation of Activity Objective and Program Flow
4:01 p.m. – 5:00 p.m.	Housekeeping Announcements
5:01 p.m. – 7:00 p.m.	Dinner
Day 2: Dec 3, 2024 – PLENARY SESSIONS	
8:01 a.m. - 8:30 a.m.	Preliminaries
8:31 a.m. – 11:59 a.m.	Plenary Session 1: Thriving at Work: Cultivating Mental Wellness in the Office <i>Open Forum</i>
12:00 a.m. – 1:00 p.m.	Lunch Break
1:00 p.m. – 1:15 p.m.	Afternoon Exercise/ Ice Breaker Recapitulation
1:16 p.m. – 3:00 p.m.	Plenary Session 2: Empowering Learner Formators: Igniting Strength and Inspiring Future Leaders <i>Open Forum</i>
3:01 p.m. – 3:30 p.m.	Health Break
3:30 p.m. – 4:30 p.m.	Plenary Session 3: Unlocking Potential: Mastering PDO I Key Result Areas for Success <i>Open Forum</i>
4:30 p.m. – 5:00 p.m.	Housekeeping Announcements
5:01 p.m. – 7:00 p.m.	Dinner
Day 3: Dec 4, 2024 – POLICY DISCUSSIONS	
08:00 a.m. - 08:30 a.m.	Preliminaries
8:31 a.m. - 9:30 a.m.	Plenary Session 4: Empowering Tomorrow: Strategic Pathways for Youth Formation Excellence <i>Open Forum</i>
9:31 a.m. - 10:00 a.m.	Workshop 1

Time	Activity
10:01 a.m. – 10:15 a.m.	Health break
10:15 p.m. - 11:00 p.m.	Continuation of Workshop 1
11:00 p.m. – 12:00 n.n.	Presentation of Output for Workshop 1
12:01 p.m. – 1:00 p.m.	Lunch break
1:01 p.m. – 1:30 p.m.	Afternoon Exercise and Recapitulation
1:31 p.m. – 2:30 p.m.	Policy Discussion 1: Participation Framework in the Basic Education
2:31 p.m. – 3:00 p.m.	Workshop 2
3:01 p.m. – 3:30 p.m.	Health Break
3:31 p.m. – 4:00 p.m.	Presentation of Outputs for Workshop 2
4:01 p.m. – 5:00 p.m.	PSTP Hour
5:01 p.m. – 6:00 p.m.	Dinner
Day 4: Dec 5, 2024 – OPERATIONAL INTERFACE + COMMUNITY BUILDING	
08:00 a.m. - 08:30 a.m.	Preliminaries
8:31 a.m. - 9:00 a.m.	Interface Session 1: FY 2025 Planned Activities
9:01 a.m. - 10:00 a.m.	Workshop and Open Forum 2
10:01 a.m. – 10:15 a.m.	Health break
10:15 p.m. - 11:00 p.m.	Interface Session 2: Policy Recommendations and Best Practices
11:00 p.m. – 12:00 n.n.	Workshop and Open Forum 2
12:01 p.m. – 1:00 p.m.	Lunch break
1:01 p.m. – 1:30 p.m.	Afternoon Exercise and Recapitulation
1:31 p.m. – 3:00 p.m.	Community Building 1: Team Activities
3:01 p.m. – 3:30 p.m.	Health Break
3:31 p.m. – 5:00 p.m.	Community Building 2: Team Activities
5:01 p.m. – 7:00 p.m.	Dinner
7:01 p.m. – 10:00 p.m.	Community Building 3: Talent Showcase
Day 5: Dec 6, 2024 – CLOSING PROGRAM	
07:00 a.m. - 07:30 a.m.	Preliminaries Prayer Community Dance Roll Call of Participants
07:31 a.m. - 9:30 a.m.	Community Building 4: Guided Reflections and Sharing
9:30 a.m. – 10:00 a.m.	Health Break
9:30 a.m. – 12:00 n.n.	Closing Program <ul style="list-style-type: none"> • Opening Performance • National Anthem • Prayer • Summary of Outputs • Video Presentation of Highlights • Awarding of Certificates • Closing Remarks