



Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT



August 5, 2024

**DIVISION MEMORANDUM**

No. 314, s. 2024

**KICK-OFF CELEBRATION OF LINGGO NG KABATAAN 2024**

To: Assistant Schools Division Superintendent  
Chief – Curriculum Implementation Division  
Chief – Schools Governance and Operations Division  
Public Schools District Supervisors  
Division Learner Formation Coordinators  
All Secondary School Heads  
All SSLG Advisers  
All Others Concerned  
*This Division*

1. The Sangguniang Kabataan Federation of Dipolog City, in collaboration with the City Government of Dipolog and the City Youth Development Office, invite the Division Federation Supreme Student Learner Government (DFSSLG) and their corresponding SSLG units in all 16 secondary schools to the upcoming kick-off celebration of **Linggo ng Kabataan 2024**.
2. This Office hereby authorizes the conduct of this off-campus extracurricular activity in accordance with Dipolog DFSSLG Resolution No. 2024-003 and the approval of the attached activity proposal. This authorization is granted under the condition that the existing policy outlined in **DO 66, s. 2017, Implementing Guidelines on the Conduct of Off-Campus Activities**, is strictly adhered to.
3. The event is scheduled for August 10, 2024, from 1:00 p.m. to 5:00 p.m. There will be a parade from City Hall to the Events Center and Food Hub at Dipolog City Boulevard. For complete details, including the list of participants, refer to Enclosure 1 for the attached approved activity proposal.
4. SSLG Teacher-Advisers are instructed to ensure the completion and collection of parental consent forms. Refer to the attached Annex A for the template.
5. Participating teaching and non-teaching personnel shall be entitled to service credits/compensatory overtime credits.



Address: Purok Farmers, Olingan, Dipolog City  
Email: youthformation.dipolog@deped.gov.ph  
Website: www.depeddipolog.net  
Facebook: DepEd Dipolog Youth Learner Formation Unit



Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

---

6. Expenses to be incurred for the conduct of this activity shall be charged to school MOOE and/or other available local funds, subject to the usual accounting and auditing rules and regulations.
6. For clarification and inquiries regarding this matter, please contact:
- Andrew Homil G. Elumbaring CPA  
Project Development Officer I  
Learner Formation Unit  
0995 163 5116
  - Cielbert E. Dondoyano Jr.  
Project Development Officer I  
Learner Formation Unit  
0956 590 9773
7. For immediate dissemination and compliance.

**MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent

// YOUTHFORMATION



Address: Purok Farmers, Olingan, Dipolog City  
Email: youthformation.dipolog@deped.gov.ph  
Website: www.depeddipolog.net  
Facebook: DepEd Dipolog Youth Learner Formation Unit



Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

**ANNEX A**

**PARENT/GUARDIAN'S CONSENT FORM**

Name of learner: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Sex: \_\_\_\_\_

Allergies: \_\_\_\_\_

Blood type: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Relationship to learner: \_\_\_\_\_

Home address: \_\_\_\_\_

Contact number: \_\_\_\_\_

Adviser/Teacher's Name: \_\_\_\_\_

School: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Activity: **LINGGO NG KABATAAN KICK-OFF CELEBRATION 2024**

Venue: Dipolog City Hall to Dipolog City Boulevard (Events Center and Food Hub)

Date and Time: August 10, 2024, 1:00 p.m to 5:00 p.m.

As the parent/guardian of the abovementioned learner, I hereby acknowledge that I have been informed of the details of the off-campus activity and voluntarily and freely elect to participate in this off-campus activity. Furthermore, I understand the risks associated with an off-campus activity and agree that the rules and regulations established for the said activity are for the safety and security of the participants, and thus agree to instruct my child or children to obey them.

I also authorize the oversight proponent of the activity to gather and utilize the data and information, including personal information and images, that may arise during the activity, in accordance with the Data Privacy Act of 2012.

Having understood all the aforementioned, I hereby consent to allow my child or children to participate, acknowledging all of the foregoing. I am also solely responsible for providing travel insurance and any expenses for my child or children's participation in the activity.

\_\_\_\_\_  
Parent/Guardian's Printed Name & Signature

\_\_\_\_\_  
Date



Address: Purok Farmers, Olingan, Dipolog City  
Email: youthformation.dipolog@deped.gov.ph  
Website: www.depeddipolog.net  
Facebook: DepEd Dipolog Youth Learner Formation Unit



Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

---

**I. Activity Title:**

Kick-Off Celebration of Linggo ng Kabataan 2024

**II. Target Participants:**

All 16 SSLG units (from presidents down to grade level representatives) of all 16 secondary level schools within the division and their teacher-advisers

**III. Activity Schedule**

Saturday, August 10, 2024, at 1:00 p.m. – 5:00 p.m.  
Dipolog City Hall to Dipolog City Boulevard (Events Center and Food Hub)

**IV. Fund Source**

None

**V. Proponents**

Division Learner Formation Unity and Division Federation SSLG

**VI. Partners**

Sangguniang Kabataan Federation of Dipolog City  
Local Government Unit of Dipolog City  
Local Youth Development Office of LGU Dipolog

**VII. Activity Rationale**

The Supreme Student Learner Government (SSLG), as outlined in their Constitution and By-Laws, specifically in Article IV, is founded on the principles of good governance, volunteerism, participatory democracy, responsible servant-leadership, collaboration, unity, accountability, and efficiency in serving the learners. One of their objectives is to encourage learners to be proactive members of society.

Hence, it is imperative that the SSLG promotes the affairs of students and youth, both internal and external, in order to pursue their objectives and policies, including the celebration of **International Youth Day** or **Linggo ng Kabataan**.

It is timely, therefore, for the Dipolog SSLG units from all 16 secondary schools to participate in the upcoming kick-off celebration of *Linggo ng Kabataan 2024*,





Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

organized by the Sangguniang Kabataan Federation of Dipolog City, in collaboration with the City Government of Dipolog and the City Youth Development Office.

This is an excellent opportunity for the SSLGs to join, as this activity aligns with the Department's core values of *makatao* and *makabansa*. The SSLG emphasizes principles such as good governance, volunteerism, responsible servant-leadership, collaboration, and accountability. These principles foster a sense of empathy, responsibility, and service to others, which are key aspects of being humane. By encouraging learners to be proactive members of society and promoting internal and external affairs of students and the youth, the SSLG cultivates an environment where learners are compassionate and mindful of their role in contributing positively to their community. Moreover, the SSLG's focus on participatory democracy, unity, and efficiency in serving learners aligns with the value of being patriotic. By promoting activities like the celebration of International Youth Day or *Linggo ng Kabataan*, the SSLG nurtures a sense of national pride and responsibility among learners. These activities encourage students to actively participate in nation-building and community development, fostering a sense of unity and commitment to the country's progress and welfare.

Thus, with the approved DFSSLG Resolution No. 2024-003, titled, "A RESOLUTION OUTLINING THE PARTICIPATION OF THE SIXTEEN SUPREME STUDENT LEARNER GOVERNMENT UNITS OF ALL SECONDARY LEVEL SCHOOLS IN THE DIVISION TO THE INTERNATIONAL YOUTH DAY OR LINGGO NG KABATAAN 2024 KICK-OFF CELEBRATION," the student leaders endeavor to participate in this meaningful activity.

### VIII. Objectives

- **Encourage Collaboration:** Build partnerships with local organizations and student groups.
- **Encourage Proactive Citizenship:** Motivate students to actively engage in societal and community issues.
- **Join Youth-Centered Activities:** Participate in events like *Linggo ng Kabataan* to foster proactive citizenship.

### IX. Policy Statement

Participants of public and private schools shall be subject to the no-disruption of classes policy stipulated in DepEd Order (DO) No. 9, s. 2005 titled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith and the policy on off-campus activities stated in DO 66 s. 2017. This is also subject to the no-collection policy as stated in Section 3 of Republic Act No. 5546 also known as An Act Prohibiting the Sale of Tickets and/or the Collection of Contributions for





Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

Whatever Project or Purpose from Students and Teachers of Public and Private Schools, Colleges and Universities (Ganzon Law).

## **X. Methodology**

### *Pre-activities*

- Identify the participants of the *Linggo ng Kabataan*, hereinafter referred to as LNK
- Orient the participants on the aims and nature of the LNK and its attached activities
- Conduct online practices for the group yell
- Provide resources to the participants to help them understand the theme of LNK 2024, “From Click to Progress: Youth Digital Pathways for Sustainable Development”
- Request SDO Admin to borrow TV for the booth

### *During the activity*

- Participate in the LNK 2024 parade on August 10, 2024
- Attend the symposium on the same date, featuring a speaker who will discuss and elaborate on the significance of the LNK theme for the youth population of Dipolog City
- Participate in the booth fest during LNK 2024, where SSLG officers will showcase best practices from their schools and conduct fundraising activities. These activities will include selling secondhand books and offering portrait drawing services, with the proceeds going towards a special fund for upcoming leadership training sessions.

### *Post-activities*

- Distribute surveys or conduct interviews to gather feedback from participants and attendees about their experience and the event's impact.
- Send thank-you notes or certificates to volunteers, sponsors, and participants to acknowledge their contributions and support.
- Prepare a comprehensive report that includes event highlights, outcomes, financial summaries, and any media coverage. Document lessons learned and best practices for future events.
- Organize follow-up activities or meetings to maintain engagement with the community and continue the momentum created by the event.

## **XI. Budget**

None



Address: Purok Farmers, Olingan, Dipolog City  
Email: [youthformation.dipolog@deped.gov.ph](mailto:youthformation.dipolog@deped.gov.ph)  
Website: [www.depeddipolog.net](http://www.depeddipolog.net)  
Facebook: DepEd Dipolog Youth Learner Formation Unit



Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT

---

## **XII. Committees**

### Committee on Booth Preparation

- Dipolog City National High School
- Zamboanga del Norte National High School
- Galas National High School
- Punta National High School
- Gulayon Integrated School
- Tubod Integrated School

### Committee on Parade Preparation

- Zamboanga del Norte National High School Turno
- Sicayab National High School
- Cogon National High School
- Sta. Filomena Integrated School
- Alberto Q. Ubay Memorial Agro-Tech Science High School
- Sinaman Integrated School

### Committee for the Group Yell

- Miputak National High School
- Upper Dicayas Integrated School
- Pamansalan Eco-Tech High School
- Cayasan Integrated School

## **XIII. Work Plan**

### What to prepare for the booth?

- Decorations
- Banner
- DFSSLG Logo: The Orchid Ablaze
- TV
- Table cloth
- Showcase of PPAs
- Videos of best practices
- Things related to the fundraising: secondhand books and art materials

### What to prepare/bring for the parade?

- Color-coded shirts
- Long/modelling balloons according to their group's color
- Water canteen/tumbler
- Umbrella/hat



Republic of the Philippines  
**Department of Education**  
REGION IX - ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY  
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION  
[YOUTH] LEARNER FORMATION UNIT


---


- Face towel
- Submit parent's consent to the teacher-adviser

What to wear?

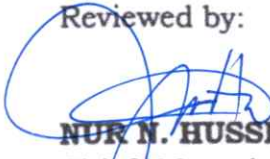
- The purpose of color-coding during the activity is to award the Most Colorful team.
- SSLGs who have their org shirt/uniform may choose to wear them
- Those who don't have yet their org shirt/uniform, they may wear the following colors:
  - Schools assigned on Booth Preparation may wear RED, PINK, or ORANGE
  - Schools assigned on Parade Preparation may wear BLUE, YELLOW, or VIOLET
  - Schools assigned for the Group Yell may wear BROWN, GREEN, or WHITE

Prepared by:


  
**CIELBERT E. DONDOYANO JR.**  
Project Development Officer I  
Learner Formation Coordinator

  
**ANDREW HOMIL G. ELUMBARING CPA**  
Project Development Officer I  
Learner Formation Coordinator

Reviewed by:

  
**NUR N. HUSSIEN DM**  
Chief Education Supervisor  
Schools Governance and Operations Division

Approved by:

  
**MA. LIZA R. TABILON EdD, CESO V**  
Schools Division Superintendent  
Schools Division of Dipolog City