



Republic of the Philippines  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

October 3, 2022

**OFFICE MEMORANDUM**

No. **561**, s. 2022

To: Schools Division Superintendent of Leyte Division  
 All Others Concerned

**WRITESHOP ON THE CRAFTING OF YOUTH FORMATION DIVISION (YFD) STUDENT ORGANIZATIONS' STANDARD ELECTION CODE**

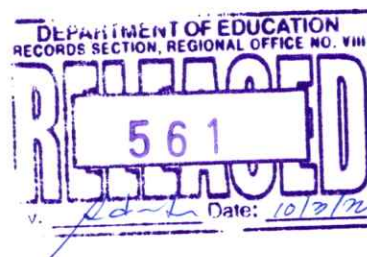
- Attached is a Memorandum from Dr. Dexter A. Galban, Assistant Secretary, Youth Affairs and Special Concerns, dated September 27, 2022, inviting **Eudoxio Ocampos**, Project Development Officer I, Leyte, to attend the **Writershop on the Crafting of Youth Formation Division (YFD) Student Organizations' Standard Election Code** on October 10-14, 2022 in Pampanga, Region II.
- Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
 Regional Director

Enclosures: As stated  
 References: As stated

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

ESSD-SPPS-EAD



Government Center, Candahug, Palo, Leyte  
 (053) 832-2997 | region8@deped.gov.ph  
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DepEd RO8 ATA-F22 (CY2018-v03-r00) Page 1 of 1





Republic of the Philippines  
**Department of Education**

**OFFICE OF THE ASSISTANT SECRETARY FOR YOUTH AFFAIRS AND SPECIAL CONCERNS**

DEPARTMENT OF EDUCATION  
**RECEIVED**  
 OFFICE NO. 1

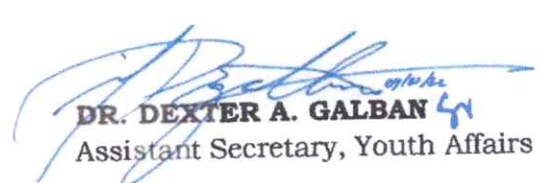
SEP 29, 2022 - 8394

**MEMORANDUM**

**To :** Regional Directors  
 Schools Division Superintendents  
 Regional and Division Youth Formation Coordinators  
 All Others Concerned

BY: \_\_\_\_\_ TIME: 4:41 PM

Date and Time Prepared	Signature
29 SEP 2022 4:53	[Signature]
Date and Time Released	Signature

**From :**   
**DR. DEXTER A. GALBAN**  
 Assistant Secretary, Youth Affairs and Special Concerns

**Subject :** **WRITESHOP ON THE CRAFTING OF YOUTH FORMATION DIVISION (YFD) STUDENT ORGANIZATIONS' STANDARD ELECTION CODE**

**Date :** **September 27, 2022**

The Office of the Assistant Secretary for Youth Affairs and Special Concerns (OASYASC), through the Youth Formation Division (YFD), will conduct a face-to-face activity titled **Writeshop on the Crafting of YFD Student Organizations' Standard Election Code** on **10-14 October 2022** at **Pampanga, Region III**.

This activity aims to craft guidelines and policies for the standard election code of all YFD student organizations, address gaps and improve the guidelines based on the systematic monitoring and inclusive evaluation conducted in the field offices and schools; and finalize the proposed standard election code to ensure relevance to the needs of field offices and learning centers.

In this regard, the OASYASC humbly requests the following personnel listed on **Annex A** to participate in the said activity. For your reference, kindly see **Annex B** for the indicative program of activities.

Furthermore, all traveling and other related expenses to be incurred by all the personnel involved in the said activity shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

For questions or clarifications, please contact Mr. Rovin James F. Canja, Officer-In-Charge of the YFD through email address at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph).

For immediate dissemination and consideration.

all mail  
 9/29/22

**Annex A****-List of Participants-****Youth for Environment in Schools Organization (YES-O) Writers**

Region	Name	Designation	Division
IV-B	Francoise Marie C. Gubatan	Project Development Officer I	Oriental Mindoro
VII	Carmelita B. Cortes	Project Development Officer I	Carcar City
CARAGA	Lovely Sheena Yepes Soro	Project Development Officer I	Surigao del Norte

**Barkada Kontra Droga (BKD) Writers**

Region	Name	Designation	Division
V	Jose Sherwin B. Saguirer	Project Development Officer I	Legazpi City
VIII	Eudoxio Ocampos	Project Development Officer I	Leyte
X	Ronnel Jun T. Estiva	Project Development Officer I	Bukidnon

**Student Government Program (SGP) Writers**

Region	Name	Designation	Division
III	Sherry Anne R. Palasigue	Project Development Officer I	Nueva Ecija
III	Paula S. Meneses	Project Development Officer I	Pampanga
III	Allen C. Candelasa	Project Development Officer I	Tarlac Province
IV-A	Mark Angelo Tiusan	Project Development Officer I	Quezon
IV-A	Jofit Dayoc	Education Program Specialist II	General Trias
VI	Bebce O. Gentilezo	Project Development Officer I	Bago City
XI	Neil John T. Audan	Project Development Officer I	Davao del Sur

**Additional Writers**

Region	Name	Designation	Division
NCR	Vince Jhon B. Yanga	Project Development Officer I	Malabon City
NCR	Menerisa E. Pascual	Project Development Officer I	Manila City
IV-A	Jeremiah Oliver P. Arciaga	Project Development Officer I	Dasmarinas City
X	Jan Lianne M. Ozaraga	Project Development Officer I	Ozamis City

**-Indicative Program of Activities-****Day 1: Monday, October 10, 2022**

Time	Activity
6:00 a.m. – 7:00 a.m.	Preparation of Central Office TWG /
7:01 a.m. – 2:00 p.m.	Travel to Pampanga / Arrival of Participants / Check in
3:00 p.m. – 5:00 p.m.	Opening Program
6:00 p.m. – 7:00 p.m.	Dinner

**Day 2: Tuesday, October 11, 2022**

Time	Activity
7:00 a.m. – 8:00 a.m.	Breakfast
8:01 a.m. – 9:00 a.m.	Initial meeting with team for any reminders & updates on status of the Election Code/Youth COMEA.
9:01 a.m. – 12:00 p.m.	Actual writeshop/discussion
12:01 p.m. – 1:00 p.m.	<b>Lunch Break</b>
1:01 p.m. – 4:00 p.m.	Continuation of writeshop/discussion
4:01 p.m. – 5:00 p.m.	Group status reporting
6:00 p.m. – 7:00 p.m.	Dinner

**Day 3: Wednesday, October 12, 2022**

Time	Activity
7:00 a.m. – 8:00 a.m.	Breakfast
8:01 a.m. – 11:30 a.m.	Continuation of Writeshop/discussion
11:31 a.m. – 12:00 p.m.	Group Status Reporting
12:01 p.m. – 1:00 p.m.	<b>Lunch Break</b>
1:01 p.m. – 2:30 p.m.	Presentation of the Election Code/Youth COMEA
2:31 p.m. – 3:30 p.m.	Q & A / Open Discussion
3:31 p.m. – 5:00 p.m.	Group Status Reporting
6:00 p.m. – 7:00 p.m.	Dinner

**Day 4: Thursday, October 13, 2022**

Time	Activity
7:00 a.m. – 8:00 a.m.	Breakfast
8:01 a.m. – 11:30 a.m.	Continuation of Writeshop/discussion
11:31 a.m. – 12:00 p.m.	Group Status Reporting
12:01 p.m. – 1:00 p.m.	<b>Lunch Break</b>
1:01 p.m. – 2:30 p.m.	Presentation of the Election Code/Youth COMEA
2:31 p.m. – 3:30 p.m.	Q & A / Open Discussion
3:31 p.m. – 5:00 p.m.	Finalization of the Election Code/Youth COMEA
6:00 p.m. – 7:00 p.m.	Dinner

**Day 5: Friday, October 14, 2022**

Time	Activity
7:00 a.m. – 8:00 a.m.	Breakfast
8:01 a.m. – 10:00 a.m.	Closing Program
10:31 a.m. – 12:00 p.m.	Preparation / Checkout
12:01 p.m. – 1:00 p.m.	<b>Lunch Break</b>
1:01 p.m.	Departure from Pampanga