



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

March 28, 2025

DIVISIONAL MEMORANDUM

No. 130, s. 2025

**ONBOARDING AND CAPACITY BUILDING FOR DIVISION FEDERATED
SUPREME SECONDARY LEARNER GOVERNMENT (DFSSLG)
OFFICERS FOR S.Y. 2025-2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Secondary School Heads/Department Heads
Supreme Secondary Learner Government Advisers
Concerned Personnel
This Division

1. Pursuant to DepEd Memorandum No. 55, s. 2021, re: Recommended Programs, Projects, and Activities (PPAs) of Student Government, this Office announces the conduct of Onboarding and Capacity Building for Division Federated Supreme Secondary Learner Government Officers for S.Y. 2025-2026 on April 11, 2025, 8:00 a.m. to 5:00 p.m., at Private Villa, Bernad Subdivision, City Hall Drive, Ozamiz City.
2. This activity is designed to develop student leaders by equipping them with the skills, knowledge, and confidence needed to excel in their roles. It aims to cultivate empowered leaders who can overcome challenges, inspire peers, and positively contribute to the institution, ultimately strengthening the leadership framework within the student body, *see Attachment A for the Activity Matrix*.
3. The participants in this activity are the Supreme Secondary Learner Government (SSLG) Presidents S.Y. 2025-2026 chaperoned by the teacher-adviser of each Public Secondary Schools in this Division, along with the identified Resource Speakers and Technical Working Group, *see Attachment B for the List of Participants*.
4. Participants are encouraged to bring their laptop. Learner's Parental Consent shall be required, *see Attachment C for the Parental Consent Template*.
5. Expenses incurred by the participants relative to the conduct of the activity shall be charged against School Maintenance and Other Operating Expenses subject to the usual accounting and auditing rules and procedures.



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph





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6. The participation of the SSLG teacher-advisers and student leaders in this activity is in adherence to the principles of equal opportunity for continuous improvement that there is no discrimination on account of age, gender, civil status, disability, religion, political affiliation, medical conditions among others.
7. Queries regarding this matter can be channeled to Shenefe B. Lomoctos, PDO I (Division Youth Formation Coordinator) at 09652159009.
8. This Office directs the immediate dissemination of this Memorandum.

NIMFA R. LAGO, PhD, CESO-VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Encl.: As stated
Reference: DepEd Memo No. 55, s.2021
To be indicated in the Perpetual Index
under the following subjects:

DFSSLG OFFICERS ONBOARDING AND CAPACITY BUILDING S.Y. 2025-2026

SGOD/YFD Onboarding and Capacity Building for Division Federated Supreme Secondary Learner Government
Officers for S.Y. 2025-2026
___ March 28, 2025



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 OFFICERS FOR S.Y. 2025-2026**

April 11, 2025 | Private Villa, Bernad Subdivision, City Hall Drive, Ozamiz City

ACTIVITY MATRIX

Time	Activity	Resource Speaker
7:00-8:00 a.m.	Registration Attendance	
8:00-8:30 a.m.	Preliminaries	
8:30-10:30 a.m.	<ul style="list-style-type: none"> ▪ Orientation on the Duties and Functions of DFSSLG Key Positions ▪ Presentation of Suggested YFD Activities for S.Y. 2025-2026 ▪ Workshop: Notice of Meeting and Meeting Minutes ▪ GPOA Crafting 	<p>Shenefe B. Lomoctos PDO I, DYFC</p> <p>Dustin Jared Pangilinan DFSSLG President S.Y 2024-2025</p> <p>Dionesio M. Banquiao, Jr. SSLG Adviser, Labo NHS</p> <p>Elizalyn D. Gliocam SSLG Adviser, FCDIS</p>
10:30 a.m. – 12:00 noon	Parliamentary Procedures and Resolution Writing	Atty. Charyl Joy C. Navarez Legal Officer Designate
12:00nn- 1:00p.m.	LUNCH BREAK	
1:00-3:00 p.m.	Activity Proposal Crafting	Loreilaine T. Marollano SSLG-Adviser , OCNHS
3:00-3:30 p.m.	HEALTH BREAK	
3:30 – 4:30 p.m.	Continuation on Activity Proposal Crafting	
4:30 – 5:00 p.m.	Presentation of Output and Critiquing	



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PANDONG
 #PadayonAsensoOzamiz



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 OFFICERS FOR S.Y. 2025-2026**

April 11, 2025 | Private Villa, Bernad Subdivision, City Hall Drive, Ozamiz City

LIST OF PARTICIPANTS

Management:

NIMFA R. LAGO, PhD, CESO VI SDS
 Consultant

Dionesio L. Liwagon, Jr., CESE, ASDS
Anacleta A. Gacasan, Chief ES, CID
Johnnel A. Guangco, OIC-Chief ES, SGOD
 Chair

Technical Working Group:

	Name	Responsibility
1.	Shenefe B. Lomoctos – PDO I	Program Holder
2.	Lourben Mae O. Lumasag - Nurse II	Medical Team
3.	Lynneth E. Bajao - Nurse II	
4.	Jefferson Y. Bolos	ICT/ Sound System Operator
5.	DFSSLG Officers S.Y. 2024-2025	Documentation/ Protocol Officers
6.	President: Dustin Jared Pangilinan - OCNHS	
7.	Vice-President: Daigo Katagiri - OCSAT	
8.	Secretary: Brilliant Chris M. Tuba – Labo NHS	
9.	Treasurer: Marchie Mae Candillada – Montol NHS	
10.	Auditor: Kevin Carl B. Secuya – Labinay NHS	
11.	P.I.O: Hannah Sofia Esmeralda – Pulot NHS	
	P.O: Juvy Oringot – Jose Lim Ho NHS	

Participants:

School-based Supreme Secondary Learner Government Presidents only (S.Y. 2025-2026)	25 Public Secondary Schools
Supreme Secondary Learner Government Teacher-Advisers	



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April 11, 2025 | Private Villa, Bernad Subdivision, City Hall Drive, Ozamiz City

PARENTAL CONSENT AND WAIVER FORM

I, _____, as the parent or legal guardian of _____, hereby acknowledge that I have been informed of the details of the conduct of the **Onboarding and Capacity Building for Division Federated Supreme Secondary Learner Government Officers S.Y. 2025-2026** that will be held on **April 11, 2025 at Private Villa, Bernad Subdivision, City Hall Drive, Ozamiz City.**

I understand that my child's in-person attendance in the event will include associating with teachers, fellow learners and school personnel, and other persons inside and outside of the school.

I acknowledge that my child's participation in this activity is completely voluntary. My child may decline to participate or withdraw from participation at any time for any reason. Declining or withdrawal of participation will not result in any penalty or loss of benefits or reduction of any basic right to which my child is entitled. I confirm that my child currently is in good health. I will not allow my child to physically go to the event if my child has any symptoms of illness. I freely assume any risk and I permit my child/ren to attend this activity.

I confirm that I give full permission in any recording or picture taken of my child during the conduct of this event and to use some or all of my child's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for DepEd Youth Formation Division and to release this material to DepEd official platforms.

Confidentiality

I am aware that any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Data Privacy Act of 2012. I am assured that the information about my child will not



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be shared outside of the implementation team. My child's name will not be used when data from this activity is analyzed.

I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and to the YFD.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge all claims, causes of action, damages, and rights against the school/division and its personnel as well as officials and personnel of the Department of Education relative to the conduct of the activity.

With full understanding, I – on behalf of myself, my household members, and my child/ren – hereby freely and voluntarily give my consent to my child's participation in the activity on April 11, 2025. I also attest that I had sought the views of my child and he/she has expressed a willingness to participate in the activity.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the Office of the Schools Division Superintendent through the School Governance and Operations Division – Division Youth Formation Coordinator through the email address: shenefe.lomoctos@gmail.com

_____ Signature of Parent/Guardian over Printed Name	_____ Contact Details (Mobile Number)
_____ Name of Child	_____ Date

** Please submit this form to your child's school prior to the participation in the event.*



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