



Republic of the Philippines
Department of Education
 REGION IX, ZAMBOANGA PENINSULA
 SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

November 12, 2024

DIVISION MEMORANDUM

No. 03, s. 2024

CONDUCT OF BARKADA KONTRA DROGA SYMPOSIUM CUM STUDENT LEADERS' SUMMIT AND PROMOTION OF MENTAL HEALTH AWARENESS PROGRAM

TO: Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Public Secondary School Heads
 School Principals/Administrators of RMIDCI, JRMSU & MATSCI
 Div. Federation of Supreme Secondary Learner Government (SSLG) Officers
 Supreme Secondary Learner Government (SSLG) Teacher-Advisers
 Barkada Kontra Droga (BKD) Teacher-Advisers
 All Others Concerned

1. The School Governance and Operations Division-Youth Formation Section of the Schools Division of Dapitan City and the Division Federation of Supreme Secondary Learner Government (DFSSLG) will conduct the **Barkada Kontra Droga Symposium Cum Student Leaders' Summit and Promotion of Mental Health Awareness Program** on **November 22-24, 2024**, at the **Glorious Fantasyland Function Hall** and **Bajamunde Farms Pension**.
2. The activity aims to:
 - a. provide students with accurate information about the dangers, consequences, and legal implications of drug abuse;
 - b. train students to make informed decisions about their health and well-being, avoiding drug use and harmful substances; and
 - c. encourage students to support and encourage each other in making healthy choices and leading drug-free lives.
 - d. assess the capabilities of newly elected student officers by identifying their strengths and areas for improvement and prepare them effectively for their leadership roles.
 - e. impart essential knowledge and skills to student leaders to bolster their leadership and management competencies
 - f. cultivate the moral and ethical character of student leaders; and
 - g. promote the importance of mental health awareness program
3. Participants of the activities are the SSLG Advisers, SSLG Presidents, SSLG Vice Presidents, SSLG Secretaries, SSLG Treasurers, SSLG P.I.O.s, BKD Advisers, BKD Presidents and BKD Vice Presidents.
4. Participants shall report to the activity venue in the morning of November 22, 2024.



Sunset Boulevard, Dawo, 7101 Dapitan City
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5. Furthermore, schools shall adhere to DepEd Order No. 66, s. 2017 titled "Implementing Guidelines on the Conduct of Off-Campus Activities" for safe and secured travel of the participants, DepEd Order No. 40, s. 2012 titled DepEd Child Protection Policy, and DepEd Order No. 031, s. 2022 titled Child Rights Policy: Adopting the Rights-Based Education Framework in Philippine Basic Education.
6. Attached in this Memorandum are the following:
 - Enclosure 1:** Parental Consent and waiver Form
 - Enclosure 2:** Pre-registration Form
 - Annex A:** Composition of the Working Committees
7. The teacher-adviser shall input the necessary information in the online registration form: <https://forms.gle/GEArEEykWmpetncM9>.
8. Teachers involved as staff/working committee members shall receive Service Credits subject to the provision stipulated under DECS Memorandum No. 143s. 1997. Likewise, School Heads and non-teaching personnel shall be provided with Compensatory Time Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004.
9. No registration fee shall be collected and charged to the participants. Expenses for the board and lodging of selected participants and teachers from the schools assigned by the School Heads shall be charged to the Program Support Funds for the Conduct of Division YFD-related, CGP-related, and Mental Health-related Trainings and Capacity Buildings and Program Support Funds for the School Mental Health Program. Travel expenses and other incidental expenses of the participants shall be charged to Maintenance and Other Operating Expenses (MOOE) allotment, SPTA Funds, SSLG/BKD Funds, Local Funds, and other fund source/s, subject to its availability and the usual accounting and auditing rules and regulations.
10. For questions and clarifications, all concerned may contact through email at dfsslgsdodapitan@gmail.com.
11. Immediate dissemination of this Memorandum is desired.


FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent 



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ANNEX A

Overall Chairperson:
DANILO M. SANTIAGO
 Youth Formation Coordinator

Committees			Roles and Responsibilities
Planning			Leads the overall planning and manages the activity
Mr. Danilo M. Santiago <i>YFD Coordinator</i> Bianca Marie S. Cheng <i>DFSSLG President</i> Ms. Mary Lyndie G. Borgonia <i>Adviser</i> DFSSLG Officers and SSLG Advisers			
Food and Procurement			Prepares the procurement of materials and snacks
Mr. Danilo M. Santiago <i>PDO- I/ YFD Coordinator</i>			
Finance			Obligates the funding and processes the documents/requirements for payment of obligation
Olga P. Miranda <i>Accountant III</i> AO Belinda Gemperoso PDO Danilo M. Santiago			
Program Monitoring			
Chai	Rhean Caincay <i>DFSSLG Board Member</i>	Mary Jane E. Roa <i>Adviser</i>	Monitors the smooth conduct of the program of activities, making sure everything is set and the schedule is followed, and prepares the program.
Co-Chair	Bianca Marie S. Cheng <i>DFSSLG President</i>	Ms. Mary Lyndie G. Borgonia <i>Adviser</i>	
Members:	Geordelyn Dagpin <i>DFSSLG Peace Officer</i>	Lezette T. Tribujeña <i>Adviser</i>	
	Judyfe R. Entroso <i>DFSSLG Board Member</i>	Mr. Melvin R. Cabasag <i>Adviser</i>	
	Mark Cristian Omilig <i>DFSSLG Board Member</i>	Ms. Shekinah Ruth G. Bayron <i>Adviser</i>	
	Suri Brianda Felia O. Duran <i>DFSSLG Public Information Officer</i>	Ms. Jaireh P. Cabilin <i>Adviser</i>	
Attendance, Registration, and Communication			
Chai	Cherime S. Jaralve <i>DFSSLG Secretary</i>	Ms. Reizl S. Adasa <i>Adviser</i>	Takes care of the registration, attendance, and communication of participants, speakers, and the program management team.
Co-Chair	Jane S. Anggot <i>DFSSLG Board Member</i>	Ms. Mary Joy T. Bulay-og <i>Adviser</i>	
Members	Rafael A. Dagpin <i>DFSSLG Auditor</i>	Ms. Hilda H. Dalman <i>Adviser</i>	
	Charlene Q. Toliao <i>DFSSLG Treasurer</i>	Ms. Rocel S. Baroy <i>Adviser</i>	



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Sound and Physical Facility			
Chair	Charlene Q. Toliao <i>DFSSLG Treasurer</i>	Ms. Rocel S. Baroy <i>Adviser</i>	Secures the sound system and physical facilities of the venue.
Co-Chair	Rafael A. Dagpin <i>DFSSLG Auditor</i>	Ms. Hilda H. Dalman <i>Adviser</i>	
Members	Jane S. Anggot <i>DFSSLG Board Member</i>	Ms. Mary Joy T. Bulay-og <i>Adviser</i>	
Documentation and Publication			
Chair	Suri Brianda Felia O. Duran <i>DFSSLG Public Information Officer</i>	Ms. Jaireh P. Cabilin <i>Adviser</i>	Documents the activity and is in charge of the publication materials and public information.
Co-Chair	Geordelyn Dagpin <i>DFSSLG Peace Officer</i>	Lezette T. Tribujeña <i>Adviser</i>	
Members	Charlene Q. Toliao <i>DFSSLG Treasurer</i>	Ms. Rocel S. Baroy <i>Adviser</i>	
Printing and Production			
Chair	Maui B. Damuag <i>DFSSLG Vice President</i>	Mr. Mauro D. Barnayja <i>Adviser</i>	Oversees the printing and production of all materials related to the event. Edits and finalizes the certificates of the participants, speakers, and the program management team.
Co-Chair	Judyfe R. Entroso <i>DFSSLG Board Member</i>	Mr. Melvin R. Cabasag <i>Adviser</i>	
Members	Rhean Caincay <i>DFSSLG Board Member</i>	Mary Jane E. Roa <i>Adviser</i>	
	Cherime S. Jaralve <i>DFSSLG Secretary</i>	Ms. Reizl S. Adasa <i>Adviser</i>	
Technical Assistance and ICT			
Chair	Judyfe R. Entroso <i>DFSSLG Board Member</i>	Mr. Melvin R. Cabasag <i>Adviser</i>	Takes charge of the technical and technological aspects of the activity.
Co-Chair	Suri Brianda Felia O. Duran <i>DFSSLG Public Information Officer</i>	Ms. Jaireh P. Cabilin <i>Adviser</i>	
Members	Jane S. Anggot <i>DFSSLG Board Member</i>	Ms. Mary Joy T. Bulay-og <i>Adviser</i>	
	Rhean Caincay <i>DFSSLG Board Member</i>	Mary Jane E. Roa <i>Adviser</i>	
Venue Preparation			
Chair	Jane S. Anggot <i>DFSSLG Board Member</i>	Ms. Mary Joy T. Bulay-og <i>Adviser</i>	Ensures the preparedness of the venue including the cleanliness
Co-Chair	Cherime S. Jaralve <i>DFSSLG Secretary</i>	Ms. Reizl S. Adasa <i>Adviser</i>	
Members	Mark Cristian Omilig <i>DFSSLG Board Member</i>	Ms. Shekinah Ruth G. Bayron <i>Adviser</i>	
Peace and Order			
Chair	Geordelyn Dagpin <i>DFSSLG Peace Officer</i>	Lezette T. Tribujeña <i>Adviser</i>	Maintains peace, security, and order during the activity
Co-Chair	Rafael A. Dagpin <i>DFSSLG Auditor</i>	Ms. Hilda H. Dalman <i>Adviser</i>	
Members	Mr. Danilo M. Santiago Maui B. Damuag <i>DFSSLG Vice President</i>	Mr. Mauro D. Barnayja <i>Adviser</i>	



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	DFSSLG Officers	DFSSLG Advisers	
Pre-registration and Post-Evaluation			
Chair	Mark Cristian Omilig <i>DFSSLG Board Member</i>	Ms. Shekinah Ruth G. Bayron <i>Adviser</i>	Creates and distributes the pre-registration link. Assesses the effectiveness and impact of the event and program; reports on the improvement of the program.
Co-Chair	Bianca Marie S. Cheng <i>DFSSLG President</i>	Ms. Mary Lyndie G. Borgonia <i>Adviser</i>	
Members	Judyfe R. Entroso <i>DFSSLG Board Member</i>	Mr. Melvin R. Cabasag <i>Adviser</i>	
After Care and Sanitation			
Chair	Rafael A. Dagpin <i>DFSSLG Auditor</i>	Ms. Hilda H. Dalman <i>Adviser</i>	In charge of ensuring the sanitation and cleanliness of the venue before, during, and after the event
Co-Chair	Maui B. Damuag <i>DFSSLG Vice President</i>	Mr. Mauro D. Barnayja <i>Adviser</i>	
Member	Charlene Q. Toliao <i>DFSSLG Treasurer</i>	Ms. Rocel S. Baroy <i>Adviser</i>	
	DFSSLG Officers	DFSSLG Advisers	
Accomplishment Report			
Chair	Bianca Marie S. Cheng <i>DFSSLG President</i>	Ms. Mary Lyndie G. Borgonia <i>Adviser</i>	Prepares the accomplishment report and consolidates M&E.
Co-Chair	Suri Brianda Felia O. Duran <i>DFSSLG Public Information Officer</i>	Ms. Jaireh P. Cabilin <i>Adviser</i>	



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Enclosure No. 1 to Memorandum No. _____, s. 2024

PARENTAL CONSENT AND WAIVER FORM

I, _____, as the parent/legal guardian of _____, hereby acknowledge that I have been informed of the details of the conduct of the **2024 Barkada Kontra Droga Symposium and Dapitan City Division Student Leaders' Summit cum Mental Health Program** and do hereby state/declare that:

1. I give full consent for our child/ward, _____ to participate in the **2024 Barkada Kontra Droga Symposium and Dapitan City Division Student Leaders' Summit cum Mental Health Program** that will be held on **October 25-27, 2024** at **Glorious Fantasyland and Bajamunde Farms Pension House**.
2. I understand that the Schools Division of Dapitan City and the organizers of the event shall implement the minimum public health standards set by the government to minimize the risk of the spread of any communicable disease, but it cannot guarantee that my child will not become infected;
3. I understand that my child/ward's in-person attendance at the event will include associating with teachers, fellow learners, and school personnel, and other persons inside and outside of the school that may put my child at risk of transmission of any communicable disease, notwithstanding the precautions undertaken by the implementing team;
4. I acknowledge that my child/ward'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 withdrawing participation will not result in any penalty or loss of benefits and reduction of any basic right to which my child is entitled. While there remains the risk of possible transmission of any communicable disease to my child/ward and any other risks, and to the members of my household, I freely assume the said risk and I permit my child/ward to attend this activity;
5. To the best of my knowledge, my child/ward is in good physical condition and I confirm that my child/ward currently has no symptoms of any health problem and is in good health;
6. I will not allow my child/ward to physically go to the event if my child/ward or any member of my household develops any of the said symptoms or any other symptoms of illness that may or may not be related to any communicable disease. I will also inform the school/division and not allow my child to attend the event if my child or any of my household members test positive for any communicable disease.
7. I confirm that I give full permission in any recording or picture taken of my child/ward during the conduct of this event and to use some or all my child/ward's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for the Division Federation of



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Supreme Secondary Learner Government (DFSSLG) and SDO and to release this material to DepEd and Organizational official platforms in accordance with the provisions of Republic Act 10173, Data Privacy Act of 2012;

8. I confirm and agree to the collection of and/or processing of personal information and data from myself and my child/ward that are necessary to successfully host the event in accordance with the provisions of Republic Act 10173, Data Privacy Act of 2012;

9. I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child/ward's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and DepEd. Furthermore, I am aware of the benefits that my child/ward will derive from his/her participation in this activity and that due care and precaution will be observed to ensure the comfort, health, and safety of my child/ward and that DepEd employees and personnel may not be held responsible for any untoward incident that may happen;

10. To the extent allowed by law and rules, I hereby agree to waive, release, and discharge any 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;

11. With full understanding, I – on behalf of my household members, and my child/ward – hereby freely and voluntarily give my consent to my child/ward's participation in the activity on **October 25-27, 2024**. I also attest that I had sought the views of my child and he/she has expressed a willingness to participate in the activity;

12. By signing below I acknowledge and represent that I have read this document, and took the time to understand it;

Signed this ___ day of _____ 2024, at _____, Philippines.

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

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

(Adapted and modified from Enclosure No. 3 of DepEd Memo No. 29, s. 2024)



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 ☎️ : (065) 917-5113
 🌐 : www.depeddapitanity.net

✉️ : dapitancity@deped.gov.ph
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Enclosure No. 2 to Memorandum No. _____, s. 2024

DAPITAN CITY DIVISION STUDENT LEADERS' CUM MENTAL HEALTH PROGRAM 2024

Dapitan City, Zamboanga del Norte Philippines
 October 25-27, 2024

SCHOOL PRE-REGISTRATION FORM

Name of School: _____

District _____

Name of Learner/Chaperone (First Name, Middle Initial, Last Name)	sex	Birthdate (mm/dd/yy)	Age	Grade Level	Position/ Organization	Complete Name of School	Email Address	Contact Number	Food Restriction	Religion	In case of Emergency		
											Name	Relation- ship	Contact Number
Student (s)													



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Name of Learner/Chaperone (First Name, Middle Initial, Last Name)	Sex	Birthdate (mm/dd/yy)	Age	Grade Level	Position/ Organization	Complete Name of School	Email Address	Contact Number	Food Restriction	Religion	In case of Emergency									
											Name	Relation- ship	Contact Number							
Teacher- Adviser																				



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