



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

**REGIONAL MEMORANDUM**

ORD-2024- **536**

To : **CARLEEN S. SEDILLA**  
 Schools Division Superintendent, Quezon City  
**NOEL D. BAGANO**  
 Assistant Schools Division Superintendent  
 Officer-in-Charge  
 Office of the Schools Division Superintendent  
**JOAN R. PEDROCHE**  
 Project Development Officer IV  
 Officer-in-Charge  
 Chief, Education Support Services Division  
 All Others Concerned

FROM : **OFFICE OF THE REGIONAL DIRECTOR**

SUBJECT : **WORKSHOP ON THE VALIDATION OF THE GUIDELINES ON THE AFTER-SCHOOL ACTIVITIES CUM WORKSHOP ON THE CONDUCT OF THE LEARNERS CONVERGENCE PH 2024**

DATE : May 27, 2024

1. Attached is a copy of Memorandum No. OM-OUOPS-2024-11-04219 dated May 21, 2024 of Atty. Revsec A. Escobedo, Undersecretary for Operations re: conduct of the Workshop on the Validation of the Guidelines on the After-School Activities cum Workshop on the Conduct of the Learners Convergence PH 2024 on June 4-8, 2024 at DepEd Ecotech, Cebu City.

2. Listed below are the following participants requested to attend the said workshop :

NAME	DESIGNATION/POSITION	DIVISION/OFFICE	SCHOOL
Gina L. Cruz	SEPS	Regional Office	
Elias Adrian K. Santos II	PDO I PSTP Vice-Governor	Valenzuela City	
Ma. Cassandra P. Austria	National Federation of SSLG President	Quezon City	Quezon City Science High School



Address: 6 Misamis St., Bago Bantay, Quezon City  
 Email address: ncr@deped.gov.ph  
 Website: depedncr.com.ph

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3. Travel and other related expenses to be incurred in the conduct of the said activity may be charged to local funds, subject to the usual accounting and auditing rules and regulations.
4. Attached are the Indicative Program of Activities, List of Invited Participants, Parental Consent and Waiver Form, Learner Consent, Waiver, and Indemnity and Release, for reference.
5. Non-teaching personnel may avail of Compensatory Time-Off (CTO), subject to the existing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

  
**JOCELYN DR ANDAYA**  
Director IV

Enclosed : as stated



Address: 6 Misamis St., Bago Bantay, Quezon City  
Email address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: [depedncr.com.ph](http://depedncr.com.ph)

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Republika ng Pilipinas  
**Department of Education**

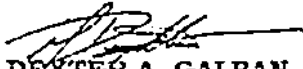

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

OM-OUOPS-2024-11-0219

**FOR :** Regional Directors  
 Regional Youth Formation Coordinators  
 School Division Superintendents Concerned  
 Division Youth Formation Coordinators Concerned  
 Pambansang Samahan ng Tagapaghubog ng Pilipinas  
 National Federation of Supreme Secondary Learner Government  
 All Others Concerned

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

  
 DR. DEXTER A. GALBAN  
 Assistant Secretary for Operations 

**SUBJECT :** WORKSHOP ON THE VALIDATION OF THE GUIDELINES ON  
 THE AFTER-SCHOOL ACTIVITIES CUM WORKSHOP ON THE  
 CONDUCT OF LEARNERS' CONVERGENCE PH 2024

**DATE :** May 21, 2024

The Department of Education (DepEd) Operations Strand, through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), will conduct a **Workshop on the Validation of the Guidelines on the After-School Activities cum Workshop on the Conduct of Learners' Convergence Philippines (LearnCon PH) 2024** from June 4 to June 8, 2024 at DepEd Ecotech Center, Cebu City.

This activity aims to discuss the preparations for the LearnCon PH 2024 to provide appropriate guidance to the members of the Technical Working Group (TWG) who will serve from July 8 to 13, 2024, in Lapu-Lapu City.

In this regard, the BLSS-YFD respectfully requests the National Officers of the *Pambansang Samahan ng Tagapaghubog ng Pilipinas* (PSTP) and National Federation of Supreme Secondary Learner Government (NFSSLG), along with their respective Regional Youth Formation Coordinators (RYFCs) or designated alternate focal, who will serve as their chaperones, to participate in the said activity. It is important to note that representatives who will be assigned are non-teaching personnel in consonance with the DepEd Order No. 3, s. 2024, regarding the 30-day break of teachers this June.

For your reference, kindly refer to Annexes A-C for the Indicative Program of Activities, List of Participants, and Parental Consent and Waiver Form.

BLSS-YFD-2024-05-114



The travel and other incidental expenses of the participants shall be charged to Local Funds, Program Support Fund, Maintenance and Other Operating Expenses (MOOE), or other fund source/s subject to the usual accounting and auditing rules and regulations.

Moreover, this Office recommends that all non-teaching personnel who will participate in the said activity be allowed to avail of service credits and Compensatory Time Off (CTO), subject to DepEd's existing rules and regulations and approval by their respective Schools Division Offices.

For more information, questions, or concerns, please contact **Mr. Rovin James F. Canja**, Officer-in-Charge of BLSS-YFD, at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph).

For your immediate action.

**Annex A.**

**Indicative Program of Activities**

**Workshop on the Validation of the Guidelines on the After-School Activities  
Cum Preliminary Workshop on the Conduct of the LearnCon PH 2024  
June 4-8, 2024 | DepEd Ecotech, Cebu City**

<b>Day 1: June 4, 2024 Tuesday   Arrival of the Participants and Opening Program</b>		
<b>Time</b>	<b>Activity</b>	<b>Focal Person/Unit</b>
08:00 a.m. – 12:00 n.n.	Arrival of Participants	Secretariat
12:01 p.m. – 01:30 p.m.	Lunch	
01:30 p.m. – 02:00 p.m.	Preliminaries and Opening Messages	BLSS-YFD
02:01 p.m. – 02:30 p.m.	Activity Objectives and Expectation Setting	BLSS-YFD
02:31 p.m. – 05:00 p.m.	Presentation of Learners' Convergence PH 2024 Overview	Matt Gaven Matibag PDO II, BLSS-YFD
<b>Day 2: June 5, 2024 Wednesday   Workshop Proper</b>		
08:30 a.m. – 09:00 a.m.	Preliminaries	BLSS-YFD
09:01 a.m. – 09:15 a.m.	Workshop No. 1 Mechanics Overview	Aeman Llantada PDO II, BLSS-YFD
09:16 a.m. – 12:00 n.n.	Workshop No. 1: Visioning Exercise	Participants
12:01 p.m. – 01:00 p.m.	Lunch	
01:01 p.m. – 01:15 p.m.	Ice Breaker	BLSS-YFD
01:16 p.m. – 04:00 p.m.	Continuation of Visioning Exercise	BLSS-YFD and Participants
04:01 p.m. – 5:30 p.m.	Presentation of Outputs	Participants
05:31 p.m. – 07:00 p.m.	Dinner	
<b>Day 3: June 6, 2024 Thursday   Workshop Proper</b>		
08:30 a.m. – 09:00 a.m.	Preliminaries	BLSS-YFD
09:01 a.m. – 12:00 n.n.	Workshop No. 2: Finalization of LearnCon Program Design and Components	BLSS-YFD and Participants
12:01 p.m. – 01:00 p.m.	Lunch	
01:01 p.m. – 01:15 p.m.	Ice Breaker	BLSS-YFD
01:16 p.m. – 05:30 p.m.	Continuation of Workshop No. 2	BLSS-YFD and Participants
05:31 p.m. – 07:00 p.m.	Dinner	
<b>Day 4: June 7, 2024 Friday   Workshop and Presentation of Outputs</b>		
08:30 a.m. – 09:00 a.m.	Preliminaries	BLSS-YFD
09:01 a.m. – 10:00 a.m.	Continuation of Workshop No. 2	BLSS-YFD and Participants
10:01 a.m. – 11:30 a.m.	Presentation of Outputs (Workshop No. 2)	Participants
11:31 p.m. – 01:00 p.m.	Lunch	
01:01 p.m. – 01:15 p.m.	Ice Breaker	BLSS-YFD
01:16 p.m. – 05:30 p.m.	Continuation of Presentation for Workshop No. 2	BLSS-YFD
05:31 p.m. – 07:00 p.m.	Dinner	
<b>Day 5: June 8, 2024 Saturday   Closing Program and Departure</b>		
08:30 a.m. – 09:00 a.m.	Preliminaries	BLSS-YFD
09:01 a.m. – 10:30 a.m.	LearnCon PH Administrative Guidelines	LearnCon Secretariat
10:31 a.m. – 11:00 a.m.	Ways Forward	BLSS-YFD
11:01 a.m. – 12:00 n.n.	Closing Message	BLSS-YFD
12:01 p.m. – onwards	Lunch and Departure	

**Annex B.**

**LIST OF INVITED PARTICIPANTS PRELIMINARY WORKSHOP FOR THE LEARNERS' CONVERGENCE PHILIPPINES 2024**

<b>Regional Youth Formation Coordinators (RYFCa)</b>		
<b>Region</b>	<b>Name</b>	<b>Designation</b>
I	Darius Nieto	Project Development Officer IV
II	Ferdinand C. Narciso	Project Development Officer IV
III	Ginno Jhep A Pacquing	Project Development Officer IV
IV-A	Ramil Ginetec	Project Development Officer IV
IV-B	Liza Marie Victoria M. Dillenn	Project Development Officer IV
V	Marin Cristina G. Baroso	Project Development Officer IV
VI	Ma. Lira Cynthia B. Quejada	Project Development Officer IV
VII	Johnnyline Jngdon	Project Development Officer IV
VIII	Eden Dadap	Project Development Officer IV
IX	Wincy Mae Alaba	Technical Assistant II
X	Michael Dave Tan	Education Program Supervisor
XI	Warlito E. Hua	Chief Education Supervisor
XII	Ismael N. Ngitngit, Jr.	Project Development Officer IV
BARMM	Alanisa M. Bantuas	SST-I
CAR	Mayclaire Jimenez	Project Development Officer IV
CARAGA	Adriene Mae J. Castanos	Project Development Officer IV
NCR	Gina Lopez Cruz	Senior Education Program Specialist

<b>Pambansang Samahan ng mga Tagapaghubog ng Pilipinas (PSTP) National Officers</b>			
<b>Region</b>	<b>Division</b>	<b>Name</b>	<b>Designation</b>
I	Pangasinan I	Mark Gerry N. Oblanca	Project Development Officer I
II	Tuguegarao City	Ma Josephine Angela S. Cacacho	Project Development Officer I
III	Nueva Ecija	Sherry Anne Palasigue	Project Development Officer I
IV-A	San Pablo City	Eloisa J. Pramis	Project Development Officer I
IV-B	Oriental Mindoro	Francoise Marie C. Gubatan	Project Development Officer I
V	Albay	Erick P. Cañaverall	Project Development Officer I
VI	Bago City	Bebce O. Gentilezo	Project Development Officer I
VII	Bayawan City	Apple Mae C. Ridad	Project Development Officer I
VIII	Catbalogan City	Gye Lynne Godio	Project Development Officer I

*Continued on the next page.*

Pambansang Samahan ng mga Tagapaghubog ng Pilipinas (PSTP) National Officers			
Region	Division	Name	Designation
IX	Pagadian City	Richel P. Reducto	Project Development Officer I
X	<i>-to be identified by the Regional Office-</i>		
XI	Davao del Sur	Joveth G. Tubiano	Project Development Officer I
XII	Tacurong City	John G. Bayugos	Project Development Officer I
BARMM	<i>To be identified by the Regional Office</i>		
CAR	Baguio City	Augie Perl A. Simangan	Project Development Officer I
CARAGA	Surigao del Norte	Lovely Sheena Y. Soro	Project Development Officer I
NCR	Quezon City	Rudolf James P. Dato	Education Program Specialist II

National Federation of Supreme Secondary Learner Government (NFSSLG) Officers		
Region	Division	Name
I	Pangasinan I	Alexa Delle D. Aranda
II	Santiago City	Jansen Ceazar L. Gannaban
III	Gapan City	Kylene Mae R. Fernando
IV-A	Antipolo City	Jan Xerohj V. Olivo
IV-B	Occidental Mindoro	El Edprilmon D. Gamido
V	Sorsogon Province	Joyce L. Estareja
VI	Iloilo City	Earl Jan L. Dellin
VII	Dumaguete City	James Jharret C. Abringe
VIII	Calbayog City	Mark Kristoff M. Javate
IX	Zamboanga Sibugay	John Carl I. Hermocilla
X	Cagayan de Oro City	Nina Keira Noelle A. Lezada
XI	Davao del Sur	Christian Jay H. Sonza
XII	Cotabato	Jewel Kate U. Valmonte
BARMM	Marawi City	Almairah Dela Cruz Racman
CAR	Baguio City	Gian Franscine Z. Lampaz
CARAGA	Butuan City	May Princess Dorico
NCR	Quezon City	Ma. Cassandra P. Austria

*\*If the abovementioned participants will be unavailable, the RO shall identify possible replacements.*

Annex C.

**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 **Workshop on the Validation of the Guidelines on the After-School Activities Cum Workshop on the Conduct of Learners' Convergence Philippines (LearnCon PH) 2024** that will be held on **June 4-8, 2024 at DepEd Ecotech Center, Cebu City.**

I understand that the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD) of the Department of Education (DepEd) 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.

I understand that my child'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.

**Voluntary Participation**

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 withdrawing participation will not result in any penalty or loss of benefits or 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/ren, and to the members of my household, I freely assume the said risk and I permit my child/ren to attend this activity.

**Exclusion (Limitations/Ineligibility)**

I am aware that symptoms of any communicable disease include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, and diarrhea.

I confirm that my child currently has none of those symptoms and is in good health. I will not allow my child to physically go to the event if my child 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. My child/ren and I, with my household members, will follow the required health and safety protocols and procedures adopted by the school and community.





### Documentation

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 my child's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for the BLSS-YFD 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 Republic Act 10173, Data Privacy Act of 2012. I am assured that the information about my child will not 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 DepEd.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge any and 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 from July 8 to 13, 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.

### CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the BLSS-YFD through the email address [blss.vfd@deped.gov.ph](mailto:blss.vfd@deped.gov.ph)

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

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

**LEARNER CONSENT, WAIVER, INDEMNITY and RELEASE**  
*(To be completed by the Learner)*

I, \_\_\_\_\_, agreed to participate with the consent of my parents and/or legal guardian in the Workshop on the Validation of the Guidelines on the After-School Activities cum Workshop on the Conduct of Learners' Convergence Philippines (LearnCon PH) 2024 at DepEd Ecotech Center, Cebu City.

I agree to give permission to the **Department of Education (DepEd)** and its representatives to make recordings of my voice and to take photographs and/or videos in which I appear in at the event and location stated above, to be used for the communications and various public campaigns of the Department be it in print, broadcast and/or electronic media.

I have read and understood the accompanying letter and information leaflet. For things I do not understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

I know the purpose of the project/activity and the part I will be involved in. I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

Name of Learner	Name of School
Age	Date