



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

October 21, 2024

**REGIONAL MEMORANDUM**

ORD-2024- 1118

To : Assistant Regional Director  
Schools Division Superintendents  
All Others Concerned

**INVITATION TO THE CONDUCT OF DEPED YOUTH FORMATORS  
CONVERGENCE 2024**

1. Pursuant to the attached Memorandum No. DM-OUOPS-2024-11-0859 dated October 8, 2024 of Atty. Revsee A. Escobedo, Undersecretary for Operations, re: DepEd Youth Formators Convergence 2024, the conduct of the said event is on December 2-6, 2024 in Baguio City.
2. Participants of the said convergence are the Regional Youth Formation Coordinator and Project Development Officers I -Division Youth Formation Coordinators. Likewise, they are requested to register to confirm their attendance through <https://tinyurl.com/DepEdYFC2024Registration>, and to update the BLSS-YFD online directory through <https://tinyurl.com/DepEdYFCsDirectory>.
3. Travel and other miscellaneous expenses of the participants may be charged to local funds, Program Support Funds (PSF) or Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting and auditing regulations.
4. Attached is the indicative program of activities, for reference.
5. For other concerns, please coordinate to Dr. Gina L. Cruz, Regional Youth Formation Coordinator at [gina.cruz002@deped.gov.ph](mailto:gina.cruz002@deped.gov.ph).
6. For immediate dissemination.

  
**JOCELYN DR. ANDAYA**  
Director IV

Enclosed : as stated

/essd/yfd-glc



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Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**DM-OUOPS-2024-11-0850**

**TO :** Minister, Basic, Higher, and Technical Education, BARMM  
Regional Directors  
Schools Division Superintendents  
Regional and Division Youth Formation Coordinators  
All Others Concerned

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

**SUBJECT :** INVITATION TO THE CONDUCT OF  
DEPED YOUTH FORMATORS CONVERGENCE 2024

**DATE :** October 08, 2024

The Operations Strand, through the Bureau of Learner Support Services – Youth Formation Division (BLSS-YFD), is committed to continuously upskill and expand the capabilities of its counterparts in the field in implementing youth formation programs. With this, the BLSS-YFD, in partnership and collaboration with the Schools Division Office (SDO) of Baguio City and upon the recommendation of the Pambansang Samahan ng Tagapaghubog ng Pilipinas (PSTP), will conduct the **DepEd Youth Formators Convergence 2024** on **December 2-6, 2024** in **Baguio City**.

Specifically, the activity aims to:

- gather feedback, recommendations, and relevant inputs for policies, program management, and implementation of programs, projects, and activities in the field;
- enhance the capacities (KSAs) of the Youth Formators in developing feasible and innovative plan of activities, through collaborative and integrative learning; and
- recognize and reinforce the role of Youth Formators as valuable partners of the school and community in promoting learner-centered, inclusive, and liberating youth programs.

Please be informed that all Regional Youth Formation Coordinators (RYFCs) and Project Development Officer Is, designated as Division Youth Formation Coordinators (DYFCs), are required to attend the said activity. The specific venue and other administrative matters will be shared in a separate issuance. To confirm attendance and participation, kindly register through: <https://tinyurl.com/DepEdYFC2024Registration>

Furthermore, to facilitate effective correspondence with all participants, RYFCs and DYFCs are requested to ensure that their contact information and other relevant details are updated in the BLSS-YFD online directory accessible through: <https://tinyurl.com/DepEdYFCsDirectory>

Traveling and other expenses incurred by the participants during the activity shall be charged to local funds, Program Support Funds or Maintenance and Other Operating Expenses (MOOE) of regions and divisions in accordance with the existing accounting and auditing rules and regulations.

Kindly refer to **Annex A** for the indicative program of activities.

For more information, questions or concerns, please contact Ms. Jemalyn Beatriz V. Aceveda, OIC-Assistant Chief of BLSS-YFD, through email at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph)

For immediate dissemination and compliance.

[YFD/AAL/09302024]

**Annex A.**

**Indicative Program of Activities**

**DEPED YOUTH FORMATORS CONVERGENCE 2024**

December 2-6, 2024 | Baguio City

Time	Activity
<b>Day 1: Dec 2, 2024 – OPENING PROGRAM</b>	
8:00 a.m. – 12:00 n.n.	Technical Working Group Meeting and Final Dry Run
12:01 p.m. – 2:00 p.m. onwards	Hotel Check-in Registration of Participants Claiming of Participants’ Kits
2:01 p.m. - 2:30 p.m.	Preliminaries Opening Performance <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> <li>• Emergency Evacuation Protocol</li> <li>• Event Rules</li> <li>• Roll Call of Participants</li> </ul>
2:31 p.m. - 2:45 p.m.	Welcome Address
2:46 p.m. - 3:10 p.m.	Opening Messages
3:10 p.m. – 3:30 p.m.	Inspirational Message
3:31 p.m. – 4:00 p.m.	Presentation of Activity Objective and Program Flow
4:01 p.m. – 5:00 p.m.	Housekeeping Announcements
5:01 p.m. – 7:00 p.m.	Dinner
<b>Day 2: Dec 3, 2024 – PLENARY SESSIONS</b>	
8:01 a.m. - 8:30 a.m.	Preliminaries
8:31 a.m. – 11:59 a.m.	Plenary Session 1: Thriving at Work: Cultivating Mental Wellness in the Office <i>Open Forum</i>
12:00 a.m. – 1:00 p.m.	Lunch Break
1:00 p.m. – 1:15 p.m.	Afternoon Exercise/ Ice Breaker Recapitulation
1:16 p.m. – 3:00 p.m.	Plenary Session 2: Empowering Learner Formators: Igniting Strength and Inspiring Future Leaders <i>Open Forum</i>
3:01 p.m. – 3:30 p.m.	Health Break
3:30 p.m. – 4:30 p.m.	Plenary Session 3: Unlocking Potential: Mastering PDO I Key Result Areas for Success <i>Open Forum</i>
4:30 p.m. – 5:00 p.m.	Housekeeping Announcements
5:01 p.m. – 7:00 p.m.	Dinner
<b>Day 3: Dec 4, 2024 – POLICY DISCUSSIONS</b>	
08:00 a.m. - 08:30 a.m.	Preliminaries
8:31 a.m. - 9:30 a.m.	Plenary Session 4: Empowering Tomorrow: Strategic Pathways for Youth Formation Excellence <i>Open Forum</i>
9:31 a.m. - 10:00 a.m.	Workshop 1



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Time	Activity
10:01 a.m. – 10:15 a.m.	Health break
10:15 p.m. - 11:00 p.m.	Continuation of Workshop 1
11:00 p.m. – 12:00 n.n.	Presentation of Output for Workshop 1
12:01 p.m. – 1:00 p.m.	Lunch break
1:01 p.m. – 1:30 p.m.	Afternoon Exercise and Recapitulation
1:31 p.m. – 2:30 p.m.	Policy Discussion 1: Participation Framework in the Basic Education
2:31 p.m. – 3:00 p.m.	Workshop 2
3:01 p.m. – 3:30 p.m.	Health Break
3:31 p.m. – 4:00 p.m.	Presentation of Outputs for Workshop 2
4:01 p.m. – 5:00 p.m.	PSTP Hour
5:01 p.m. – 6:00 p.m.	Dinner
<b>Day 4: Dec 5, 2024 – OPERATIONAL INTERFACE + COMMUNITY BUILDING</b>	
08:00 a.m. - 08:30 a.m.	Preliminaries
8:31 a.m. - 9:00 a.m.	Interface Session 1: FY 2025 Planned Activities
9:01 a.m. - 10:00 a.m.	Workshop and Open Forum 2
10:01 a.m. – 10:15 a.m.	Health break
10:15 p.m. - 11:00 p.m.	Interface Session 2: Policy Recommendations and Best Practices
11:00 p.m. – 12:00 n.n.	Workshop and Open Forum 2
12:01 p.m. – 1:00 p.m.	Lunch break
1:01 p.m. – 1:30 p.m.	Afternoon Exercise and Recapitulation
1:31 p.m. – 3:00 p.m.	Community Building 1: Team Activities
3:01 p.m. – 3:30 p.m.	Health Break
3:31 p.m. – 5:00 p.m.	Community Building 2: Team Activities
5:01 p.m. – 7:00 p.m.	Dinner
7:01 p.m. – 10:00 p.m.	Community Building 3: Talent Showcase
<b>Day 5: Dec 6, 2024 – CLOSING PROGRAM</b>	
07:00 a.m. - 07:30 a.m.	Preliminaries Prayer Community Dance Roll Call of Participants
07:31 a.m. - 9:30 a.m.	Community Building 4: Guided Reflections and Sharing
9:30 a.m. – 10:00 a.m.	Health Break
9:30 a.m. – 12:00 n.n.	Closing Program <ul style="list-style-type: none"> <li>• Opening Performance</li> <li>• National Anthem</li> <li>• Prayer</li> <li>• Summary of Outputs</li> <li>• Video Presentation of Highlights</li> <li>• Awarding of Certificates</li> <li>• Closing Remarks</li> </ul>