



Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUNOZ

September 28, 2021

DIVISION MEMORANDUM

No. 400 , s. 2021

DESIGNATION OF SCHOOL YOUTH FORMATION PROGRAM TEACHER-ADVISERS/COORDINATOR

To: All Public Elementary and Secondary School Heads

1. The Schools Division Office of Science City of Munoz, through the thrusts of the Youth Formation Division (YFD), requests all public elementary and secondary School Heads to designate School Youth Formation Program Teacher-advisers/Coordinators as follows:

Designation	Level	Qualifications
Supreme Pupil Government Teacher-adviser	Elementary	<ul style="list-style-type: none"> • Have experience in organizational management; • With good character and reputation in school and community; • Competent, able and willing to work with the student leaders from planning to implementation of programs, projects and activities *Reference: DepEd Order No. 40, s. 2014
Supreme Student Government Teacher-adviser	Secondary	
Youth for the Environment in Schools Organization (YES-O) Teacher-adviser *can have an assistant YES-O Teacher-adviser	Elementary and Secondary	<ul style="list-style-type: none"> • Preferably Science Department Head/Teacher/Coordinator • Able to lead and operationalize the YES-O and its activities in the school level with the guidance of the School Head; • Able to monitor the conduct of activities and meeting of YES-O *Reference: DepEd Order No. 72, s 2003
School Inside a Garden (SIGA) Coordinator	Elementary and Secondary	<ul style="list-style-type: none"> • Preferably Science Teacher/Coordinator • Able to lead and operationalize the SIGA and its activities in the school level with the guidance of the School Head.
Barkada Kontra Droga (BKD)	Secondary	<ul style="list-style-type: none"> • Any teacher able to lead and operationalize the BKD program and its activities in the school level with the guidance of the School Head.



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Address: Brgy. Rizal, Science City of Muñoz, 3119
 Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph
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2. All school heads are advised to fill-up the attached templates and submit to the Schools Division Office on or before **October 15, 2021**.
3. For clarifications, you may contact the Division Youth Formation Coordinator through cellphone number 0917 580 7468.
4. Widest dissemination and compliance are highly desired.

DANTE G. PARUNGAO, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

JSP/SGOD/2021



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Attachment No. 1 to Division Memorandum No. _____, s. 2021

1st Indorsement

(Date)

Respectfully forwarded to the Schools Division Superintendent, Schools Division Office, Science City of Munoz the herein School Youth Formation Program Teacher-advisers/Coordinators of _____ (School Name).

For approval.

Signature over printed name of School Head





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Attachment No. 2 to Division Memorandum No. _____, s. 2021

Designation Sheet
 for
 School Youth Formation Program Teacher-advisers/Coordinators

School Name:					
School ID:					
Designation:	SPG Teacher- adviser	SSG Teacher- adviser	YES-O Teacher- adviser	BKD Teacher- adviser	SIGA Coordinator
Name:					
Designation:					
Position:					
Gender:					
Contact Number:					
Email Address (<i>preferably a DepEd email</i>)					
Birthday:					

Noted by:

 Signature over printed name of School Head

Date: _____



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