



Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

April 25, 2022

**DIVISION MEMORANDUM**

No. 154 s.2022

**PARTICIPATION TO THE STRATEGIC PLANNING TO STRENGTHEN THE  
FUNCTIONALITY OF YOUTH FORMATION INITIATIVES**

TO: Project Development Officers - Youth Formation  
Project Development Officer - DRRM Coordinator  
Division Medical Team  
All Others Concerned  
*This Division*

1. In compliance with the Memorandum dated April 7, 2022, titled **Strategic Planning to Strengthen the Functionality of Youth Formation Initiatives** the following participants are requested to attend and render their services during the said activity hosted by the Division of Cagayan de Oro City on April 26-29:

Name	Position
Jairus John M. Gochuco	PDO – I (Youth Formation Coordinator)
Michael Dave B. Tan	PDO – I (Youth Formation Coordinator)
Ryan Q. Blanco	PDO – II (DRRM Coordinator / Safety Officer)
Pacili A. Yañez	School Nurse
Crystal Christi Cartel	School Nurse
Nathalie Venus Famador	School Nurse
Francis Leo C. Tagadiad	School Nurse
Yvonne L. Gironella	School Nurse

2. Minimum health protocols shall be observed throughout the conduct of the activity and shall be facilitated by the abovementioned assigned personnel from the medical team and safety officer.
3. Attached is the Unnumbered Memorandum for your immediate reference on the objectives, schedule, and program details.



4. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender, sexual orientation, disability, religion, and ethnicity.
5. Immediate dissemination to this Memorandum is desired.

  
**CHERRY MAE L. LIMBACO - REYES**  
Schools Division Superintendent

Encl.: Unnumbered Memorandum : Strategic Planning to Strengthen the Functionality of Youth Formation Initiatives

To be indicated in the PERPETUAL INDEX

under the following subjects:

YOUTH FORMATION DIVISION      PROJECT DEVELOPMENT OFFICER

rhf/md/trrv



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**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Telephone:** (08822)-8550048




Republic of the Philippines  
**Department of Education**  
OFFICE OF THE SECRETARY

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**MEMORANDUM**

To : **Regional Directors  
Schools Division Superintendents  
Regional and Division Youth Formation Coordinators**

From :   
**JUAN VALERIANO E. RESPICIO IV**  
Assistant Secretary  
Youth Affairs and Special Concerns

Subject : **STRATEGIC PLANNING TO STRENGTHEN THE  
FUNCTIONALITY OF YOUTH FORMATION INITIATIVES  
(PHASE II)**

Date : **07 April 2022**

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In light of the creation of the Office of the Assistant Secretary for Youth Affairs and Special Concerns (OASYASC) through DM No. 12, s. 2022 and Youth Formation Division (YFD) through DM No. 52, s. 2015 "New Organizational Structures of the Central, Regional, and Schools Division Offices of the Department of Education", it is necessary for the Department to formulate its strategic foresight for the next 6 years to ensure the effectiveness and responsiveness of its interventions for Youth Formation (YF) throughout the transition period and beyond.

With this, the OASYASC through YFD will conduct a face-to-face Strategic Planning to Strengthen the Functionality of Youth Formation Initiatives on **25-29 April 2022** in **Cagayan de Oro City, Region X** (specific venue to be announced). Refer to **Annex A** for the program details.

The objectives of the activity are as follows:

1. Assess YFD Portfolio since its creation based on the Rationalization Plan and identify facilitating and constraining factors in pursuing the desired results.
2. To revisit and redefine the key priorities or objectives, activities, and expected outcomes, among others, of YFD for 2023 in line with the priorities and directives of the OASYASC and the Secretary.
3. Present, discuss and provide inputs to the strategic planning design in preparation for the next 6 years.

In addition, the OASYASC-YFD requests each Regional Office (RO) to identify and submit the participants using the prescribed template (**Annex B**) on or before **22 April 2022** through [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph). These are the preferred participants per

region:

1. One (1) Regional Youth Formation Coordinator
2. Three (3) Division Project Development Officer I preferably at least 3 years in service handling Youth Formation Programs

Traveling and other expenses incurred by the participants during the activity shall be charged to local funds in accordance with the existing accounting and auditing rules and regulations.

For more information, please contact Mr. Rovin James F. Canja, OIC-Chief of OASYASC-YFD, through telephone number 8637-98-14 or email at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph).

For immediate dissemination and compliance.

**Annex A**

**PROGRAM FLOW  
STRATEGIC PLANNING TO STRENGTHEN THE  
FUNCTIONALITY OF YOUTH FORMATION INITIATIVES  
(PHASE II)**

<b>Date</b>	<b>Time</b>	<b>Particulars</b>
April 24, 2022 (Day 0)	1:00 p.m. – onwards	Travel time and Check-in of Participants
April 25, 2022 (Day 1)	8:30 a.m. – 8:50 a.m.	Preliminaries
	8:51 a.m. – 9:00 a.m.	Opening Message  <b>Rovin James F. Canja</b> Project Development Officer IV Officer-in-Charge, Youth Formation Division
	9:01 a.m. – 9:15 a.m.	Expectation and Objective Setting
	9:16 a.m. – 10:00 a.m.	Foresight Lecture
	10:01 a.m. – 10:10 a.m.	Health Break
	10:11 a.m. – 12:00 n.n.	Portfolio vs. Program vs. Project Lecture
	12:01 p.m. – 01:00 p.m.	Lunch Break
	1:01 p.m. – 2:00 p.m.	Youth Formation Roadmap/ Framework
	2:01 p.m. – 3:00 p.m.	Organizational Structure and Staffing Pattern
	3:01 p.m. – 3:10 p.m.	Health Break
	3:11 p.m. – 5:00 p.m.	Workshop Mechanics
April 26, 2022 (Day 2)	8:30 a.m. – 5:00 p.m.	Workshop Proper (including health break and lunch)
April 27, 2022 (Day 3)	8:30 a.m. – 5:00 p.m.	Workshop Proper (including health break and lunch)
April 28, 2022 (Day 4)	8:30 a.m. – 12:00 n.n.	Workshop Proper (including health break)
	12:01 p.m. – 01:00 p.m.	Lunch Break
	1:01 p.m. – 5:00 p.m.	Presentation of Outputs per Group
April 28, 2022 (Day 5)	8:30 a.m. – 11:00 a.m.	Presentation of Outputs per Group
	11:00 a.m. – 12:00 n.n.	Closing Program
	12:01 p.m. – onwards	Lunch and Check-out from hotel/ Travel time

**Annex B**

**LIST OF PARTICIPANTS  
STRATEGIC PLANNING TO STRENGTHEN THE  
FUNCTIONALITY OF YOUTH FORMATION INITIATIVES  
(25-29 April 2022)**

<b>No.</b>	<b>Region</b>	<b>Division</b>	<b>Name</b>	<b>Email Address</b>
1				
2				
3				

Prepared by:

Approved by:

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**Regional YFC**

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**Regional Director**