



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capitol Area, Dumaguete City

www.depednegor.net

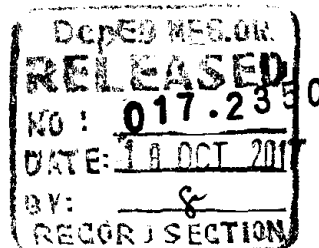
negros.oriental@deped.gov.ph

SGOD Office (035) 225 - 6180

October 18, 2017

TRAVEL ORDER

NO. 847, s. 2017



TO : **MR. REYNALD DOTE**
YFP - PDOI

MS. RUBY JEANE BIDAURE
YFP - PDOI

ENGR. ERWIN PINUTO
YFP - PDOI

OFFICE : **SGOD - Division of Negros Oriental**

PURPOSE : **To attend the National Training of Youth Formation Coordinators**

DATE OF TRAVEL : **October 23-27, 2017 (exclusive of travel time)**

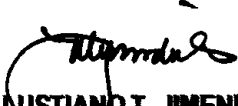
VENUE/PLACE : **SUBIC PENINSULAR HOTEL, OLANGAPO CITY**

ALLOWED/CHARGED TO: (Regional downloaded program funds, subject to the accounting and auditing rules and regulations)

☒ **X** : Transportation/per diem and other incidental expenses

☐ **X** : Board and Lodging

☐ **X** : Registration


7: **SANUSTIANO T. JIMENEZ, CESO VI**
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent



Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

MEMORANDUM

TO: All Regional Directors
All Education Support Services Division Chiefs
All School Governance and Operations Division Chiefs

FROM: ALAIN DEL B. PASCUA
Undersecretary for Administration

SUBJECT: Request for Participants to the National Training of Youth Formation Coordinators

R. - 10/18/2017

DATE: October 6, 2017

Pursuant to DepEd Order 19 s. 2016 entitled "Guidelines on the Organizational Structures and Staffing Patterns of Stand-Alone and Integrated Public Senior High School (SHS)", the Project Development Officer I (Youth Formation Coordinator) item was created and is currently a shared service in the division level.

In view of this, the Youth Formation Division (YFD) will be conducting the National Training of Youth Formation Coordinators (YFCs). Currently, there are two (2) groups of YFCs, the PDOI plantilla holders and designated youth formation coordinators.

The training specifically aims to (1) increase awareness of the participants on the trends on global and local youth related concerns and its relevance to nation building; (2) orient the participants on the functions, roles and responsibilities and other related tasks of Regional and Division Youth Formation Coordinators (YFC); and (3) develop the skills on program management, monitoring and evaluation, coordination, resource mobilization and reporting of accomplishments.

The training will be divided to two (2) batches, the first batch must strictly be **Project Development Officer (PDO) I plantilla holders**, while the second batch must strictly be **designated youth formation coordinators** who are non-PDOI plantilla holders and are designated because of an unfilled PDOI item.

Below are the training dates:

Batch	Training Dates	Day 0	Venue
Batch 1 (PDOI Plantilla holders)	October 16 - 20, 2017	October 15, 2017	Subic Peninsular Hotel, Olongapo City

Office of the Undersecretary for Administration

(Education Facilities, Information and Communication Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Administrative Services)

Department of Education, Central Office, Meralco Avenue, Pasig City

Room 519, Mabini Building; Mobile: 09260320762; Landline: 6337203, 6376207

Email: usec.admin@deped.gov.ph; Facebook.com/DepEdTayo; Twitter: @depedtayo



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Batch 2 (Designated Youth Formation Coordinators/ non-PDOI plantilla holders)	October 23 – 27, 2017	October 22, 2017	Subic Peninsular Hotel, Olongapo City
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In this connection, may we request for a submission of a **regional consolidated list** of participants for both Batch 1 (PDOI plantilla holder) and Batch 2 (designated Youth Formation Coordinators).

Please see attached list of slots allotted per region. The participant's list template is also attached for your ready reference.

Deadline of the list of participant is **on or before October 13, 2017 (Friday)**.

Participants are expected to check-in at 3:00 pm on Day 0. First meal to be served is dinner and last meal is lunch of Day 5. Likewise, the participants are requested to stay throughout the duration of the activity.

Travel expenses of the participants shall be charged against downloaded program funds to the region.

For more details, please coordinate with Mr. Christian Rivero of YFD at (02) 637-98 14/ 0995-150-8042 or send email to blss.vfd@deped.gov.ph.

For immediate dissemination and compliance.

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Attachment 1

BATCH 1 - PDOI PLANTILLA HOLDER	
Region	Number of Participants
I	12
II	11 <i>(allot 1 slot for Batanes)</i>
III	20
IV - A	20
IV - B	8
V	13
VI	20
VII	20
VIII	12
IX	10
X	11
XI	12
XII	12
CARAGA	13
ARMM	11
CAR	8
NCR	16

BATCH 2 - DESIGNATED YOUTH FORMATION COORDINATORS	
Region	Number of Participants
I	12
II	9 <i>(allot 1 slot for Batanes)</i>
III	17
IV - A	17
IV - B	7
V	13
VI	16
VII	20
VIII	12
IX	8
X	12
XI	10
XII	8
CARAGA	11
ARMM	10
CAR	6
NCR	16

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Attachment 2

Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES
Youth Formation Division

LIST OF PARTICIPANTS
National Training for Youth Formation Coordinators

REGION: _____
GROUP: _____ (plantilla holder/designated)

Name	Division	Contact Number	E mail Address

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