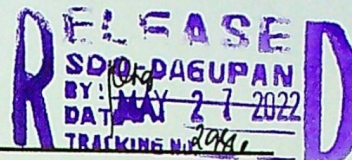




Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY



**Office of the Schools Division Superintendent**

Division Memorandum  
No. 183 s. 2022


TO: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public and Private School Heads  
SPG/SSG Advisers and Student Leaders  
All Others Concerned

FROM: **THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

DATE: May 26, 2022

SUBJECT: **GUIDELINES ON THE ADDITIONAL PARTICIPANTS FOR THE PHILIPPINE YOUTH CONVERGENCE 2022**

1. The Department of Education (DepEd), through the Youth Formation Division (YFD) under the Office of the Assistant Secretary for Youth Affairs and Special Concerns (OASYASC), will conduct the **Philippine Youth Convergence (PYC) 2022** from June 14 to 17, 2022 in Puerto Prinsesa City, Palawan.
2. Attached are the guidelines on additional participants for PYC 2022 to facilitate the participation of **Private Schools** and other **DepEd Field Offices Personnel**.
3. Enclosure no. 1 provides the administrative guidelines on Philippine Youth Convergence 2022. Enclosure no. 2 provides the administrative guidelines for the participation of two (2) private Senior High School (SHS) learners and BARMM delegates.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**AGUEDO C. FERNANDEZ, CESO V**  
Schools Division Superintendent



Address: DepEd SDO, Burgos St., Dagupan City  
Telephone No.: (075)615-2645/615-2641  
Website: depeddagupan.com  
Email Address: dagupan.city@deped.gov.ph



Management System  
ISO 9001:2015  
www.tuv.com  
ID 9108650037






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

---

**MEMORANDUM**

For : **Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned**

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

Subject : **GUIDELINES ON THE ADDITIONAL PARTICIPANTS FOR THE  
PHILIPPINE YOUTH CONVERGENCE 2022**

Date : **17 May 2022**

---

Pursuant to Department of Education (DepEd) Memorandum No. 44, s. 2022 titled the **Philippine Youth Convergence (PYC) 2022** on **14-17 June 2022** in **Puerto Princesa City, Palawan**, the Office of the Assistant Secretary for Youth Affairs and Special Concerns (OASYASC), through the Youth Formation Division (YFD), hereby issues the guidelines on additional participants for PYC 2022 to facilitate the participation of private schools, participants from the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), and other DepEd field offices personnel.

The objectives and outputs of the PYC are as follows:

1. Impart participants with the appropriate tools, skills, grounding, and perspective to:
  - i. assess the context and needs of learners in their respective Schools Division Offices (SDOs) or regions;
  - ii. identify appropriate solutions and relevant opportunities to address these needs; and
  - iii. craft the Youth Education Agenda, which will reflect the common sentiments and outlooks, constructive feedback, and policy recommendations of students to achieve quality and inclusive education for all.
2. Revitalize youth participation in achieving quality and inclusive education by spearheading conversations about pressing and relevant issues.

3. Provide participants from across SDOs and regions with a face-to-face avenue to dialogue, share, and collaborate ideas, insights, lessons learned, and best practices in youth involvement in public and civic affairs.
4. Collaborate and build a strong network across different sectors to deliver real, responsive, and impactful change.
5. Offer meaningful opportunities for the youth to learn about their role in nation-building, and provide a safe space where they can build a network of like-minded individuals.

Consistent with the goals of the PYC 2022 to be inclusive and diverse, **Enclosure 1** provides the Administrative Guidelines for the participation of **two (2) private Senior High School (SHS) learners** and **BARMM delegates**.

In addition, the **Regional Youth Formation Coordinators (RYFCs)** are requested to attend the convergence as part of the Technical Working Group (TWG). Moreover, **One (1) additional Project Development Officer (PDO) handling the Youth Formation Program or a Teacher-Adviser from the Division** is requested to attend and serve as an additional chaperone of the learners' delegates.

The traveling and other expenses incurred by the regional and division Youth Formation Coordinators shall be charged to local funds subject to existing accounting and auditing rules and regulations.

To give consideration on the adjustments, the deadline for the submission of participants from the School Division Offices to the Regional Offices has been moved to **May 25** (Wednesday). Accordingly, the deadline for the submission of the Regional Offices to the PYC Secretariat has been moved to **May 27** (Friday).

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.

**(Enclosure No. 1 to OASYASC Memorandum)**

**ADMINISTRATIVE GUIDELINES ON THE PARTICIPATION OF  
BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (BARMM) AND  
PRIVATE SENIOR HIGH SCHOOL (SHS) LEARNERS**

**PRE-CONVERGENCE PREPARATION**

- Pre-Registration Requirements
  1. The Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), private schools, technical and vocational institutions, and higher education institutions, including state and local universities and colleges offering K to 12 Basic Education Program are highly encouraged to participate in the said event.
  2. To ensure participation, private school institutions (applicable to all regions and Schools Division Offices), taking into account diversity and inclusivity, shall identify **two (2) private Senior High School (SHS) learners**. The criteria/ qualifications are as follows:
    - 3.1. *Must be a bona fide senior high school student of a private educational institution*
    - 3.2. *A Filipino student*
    - 3.3. *of good moral character*
  3. In addition to the above criteria, the division delegation from Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) must be composed of:
    - (1) Division Federation of Supreme Student Government (DFSSG) President/Officer
    - (2) public SHS Student Leader Representatives from, but are not limited to:
      - Indigenous people (IP) community/ ethnic group
      - LGBTQIA+ community
      - Cultural and performing arts
      - Subject and other co-curricular clubs and organizations in their respective schools, division or community
    - (2) Regular Public Senior High School Learners (1 male and 1 female)
      - (1) public Campus Journalist
      - (2) companions (either Project Development Officers designated as Youth Formation Coordinators, guardian or adviser)

4. The two companions from BARMM who shall be part of the delegation will serve as the focal person for the participants of their respective divisions. He/She shall also serve as the chaperone of the learner participants during the PYC proper.
5. Official registration of the private school participants will be on or before **May 20, 2022**, to facilitate early registration.
6. The SDO must fill out the Pre-Registration Form (Enclosure No. 2). Also, SDOs shall input the same information of the participants through the Google Sheet link (see number 16). The Pre-Registration Form must be signed by the Schools Division Superintendent (SDS) and shall be submitted to the Regional Office or Ministry of Basic, Higher, and Technical Education (MBHTE) on or before **May 23, 2022**, through their official email.
7. The RO/MBHTE, upon receipt of the endorsement from the respective divisions, shall provide immediate feedback to the SDO acknowledging the official list submitted.
8. The RO/MBHTE shall transmit the Confirmation Form (Enclosure No. 3) saved in one Portable Document Format (PDF) file, including the official lists of SDO participants, to the Office of the Assistant Secretary for Youth Affairs and Special Concerns-Youth Formation Division (OASYC-YFD) through email on or before **May 25, 2022**. This must be duly signed by the Regional Director (RD)/Minister of Education. The email shall follow this naming convention:  
To: **[blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph)**  
cc: **[oasyasc@deped.gov.ph](mailto:oasyasc@deped.gov.ph)**  
Subject: **Region\_Official List of Participants\_PYC 2022**
9. In case there is a replacement of the delegates, the SDO shall submit a revised list of participants to RO a week before the event proper.
10. Both BARMM and private institutions shall cover personal insurance, traveling expenses, accommodation, and Antigen testing on their own accounts.
11. No registration will be collected for each participant from BARMM a private school to cover venue rental, training kits, meals (AM and PM snacks, and lunch). It will be covered by the organizing team.

12. Expenses for the lodging, travel expenses, and other incidental expenses of selected participants shall be charged to private funds for private schools while for BARMM public schools shall be charged to their local funds.
13. All participants must be fully vaccinated before the actual Convergence. Make sure to bring a vaccination certificate or card (e-copy or actual card) and a school ID to verify the truthfulness of the requirement.
14. All participants are required to present a valid negative Antigen test result taken within **48 hours** before arrival. In addition, they must present their printed Official List of Participants signed by the SDS and/or Regional Director, proof of vaccination (e-copy or actual card), and a school ID to the Registration Committee upon arrival.
15. For your reference, you may access the following links:
  - Pre-Registration Google Sheet: [https://bit.ly/PYC\\_Pre-Reg2022](https://bit.ly/PYC_Pre-Reg2022)
  - Editable Forms: [https://bit.ly/PYC\\_Forms](https://bit.ly/PYC_Forms)
    - Pre-Registration Form
    - Confirmation Form
    - Parental Consent and Waiver Form
16. An updated advisory will be released prior to the event to orient the participants on the overall flow of the program, general guidelines, hotel assignments, and other reminders for their guidance.

## **CONVERGENCE PROPER**

- **Arrival of Participants**

All event participants are expected to arrive at the venue on **June 14, 2022**. Upon arrival, please proceed to the main venue (Puerto Princesa City Coliseum) for the attendance, verification, billeting assignments, and distribution of kits.

- **Billeting and Accommodation**

Accommodation shall start in the afternoon of **June 14, 2022**, and end in the morning of **June 18, 2022**.

Participants from the private schools and BARMM will shoulder their own accommodations (stay in the hotel), and any other expenses that will be incurred while in the accommodation, including long-distance phone calls, personal meal orders in the hotel restaurant or places outside the venue, etc. will not be shouldered by the organizers and must be settled on a personal account.

Participants from the private schools will have to shoulder their own accommodations (stay in the hotel), and travel expenses going to the PYC venue.

Student participants who wish to change or to transfer to other hotel accommodation on or before the event will not be allowed. They must stay with their co-delegates for the duration of PYC for their safety and security.

- **Meals**

Meals shall start with snacks on **June 14, 2022**, and end at lunch on **June 18, 2022**. Meal tickets should be taken care of. Lost meal tickets will not be replaced.

For private school and BARMM participants, Breakfast (Day 1 to 3) and dinner (Day 3) shall be charged on their own personal accounts.

- **Activities**

The program set for the event will be followed accordingly. In case of changes, the organizers will inform the participants during plenary sessions to guide them all through the program. The facilitators will be around to assist and attend to the queries or concerns of participants to make sure that everything will proceed smoothly.

- **Participation**

Active participation during the activities and sessions is highly encouraged. Enjoin the technical working group (TWG) to assist the participants in all their queries and clarifications about the program.

- **Event Rules**

During the event, the OASYASC-YFD is the head authority on all matters pertaining to policy and rules. The decisions will be consulted with the facilitators and the rest of the TWG.

- **Security and Valuables**

Take care of your personal belongings while in the venue. Please refrain from leaving valuables unattended. OASYASC-YFD will not be held responsible for any loss of belongings while in the event. Should there be any untoward incident during the event, please inform the working committee as soon as possible for immediate action.

- **Attire**

All participants are required to bring a set of decent attire (e.g., organization or club shirt, collared shirt), and business/formal wear. Also, don't forget to bring a valid ID (school ID, government-issued) for identification and verification.

Day 1:

*Evening:* Organization or club shirt/school uniform/(morning)/business formal

Day 2:

*Morning:* Casual wear

*Evening:* Filipiniana, Barong, or any traditional or ethnic attire from respective regions

Day 3: PYC shirt (c/o OASYASC-YFD)

- **Wearing of Identification Card (ID)**

Event IDs must be worn at all times for your security. No participant shall be allowed entry into the plenary, mess, and other session halls without ID.

- **First Aid and Medical Concerns**

All participants are presumed to be in good health. However, medical needs shall be addressed by the organizers. Expenses in this regard shall be charged to the organizing committee's Contingency Fund. For your safety and for any emergency, there will be medical staff stationed at the venue for the entire duration of the event. Should you feel any discomfort, pain, or any medical-related uneasiness, please alert the Medical Team for assistance.

Participants are advised to observe minimum health and safety protocols and shall observe to Department of Health (DOH), Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF), and DepEd guidelines to wit: handwashing, disinfecting both hands with alcohol; wearing of face mask; and observation of physical distancing.

- **Insurance**

All participants are encouraged to procure their own travel insurance covering inclusive dates of travel from point of departure to Puerto Princesa City, Palawan, and back, either group or individual, before proceeding to the PYC.

- **Proper Conduct**

1. Participants are expected to exhibit proper conduct all throughout the event. Please avoid disrespectful acts and language in communicating with others.
2. All members, facilitators, and participants shall not fight with, threaten, injure, and/or harass any other fellow participants or get negatively involved should such incidents ensue.
3. During the sessions, please put your mobile phones on silent mode and refrain from using them, except during identified portions of the day when you will be encouraged to tweet, post, share, and like on social media.



4. Likewise, please avoid any unnecessary loud chats with one another when the sessions are ongoing. We will make sure everyone listens when it is your turn to speak/ present.
- **Feedback and Evaluation**  
To have a more worthwhile Philippine Youth Convergence experience in the future, participants should accomplish the feedback and evaluation form in exchange for the certificates. Our official hashtags are #YOUthBelong!, #DepEdKabataan, #PYC2022.

