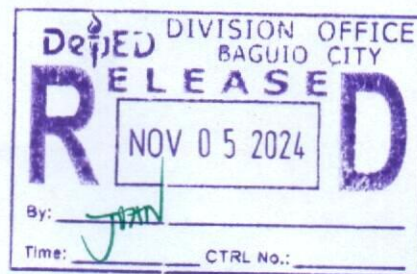




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



06 November 2024

DIVISION MEMORANDUM

No. **641-2024**

**CELEBRATION OF NATIONAL STUDENT'S DAY 2024 AT THE
SCHOOLS DIVISION OF BAGUIO CITY**

To : Chief Education Supervisors
All Public Schools District Supervisors
Education Program Supervisors
Elementary & Secondary Public and Private School Heads
Public and Private Student Leaders/Officers
Academic Related and Co-curricular Clubs and Organizations
SELG/SSLG Teacher-Advisers
Others Concerned

1. Cognizant to Memorandum DM-OUOPS-2024-11-08921, entitled **"Participation to the Conduct of the National Student's Day 2024"**, with the theme, *"Empowered Students, Digitally Connected Nation: Building a Brighter Tomorrow,"* this year's NSD resonates with the mandate to champion learners' well-being, commemorate their contributions to the development of the society, and the importance of equipping them with digital skills to cultivate a generation ready to tackle global challenges and contribute to a sustainable future. Hence, the School Governance and Operations Division - Youth Formation Program of SDO - Baguio City will spearhead the conduct of the activity on **November 23, 2024** from **8:00 a.m.** to **5:00 p.m.** at the **PFVR Gymnasium**.
2. Anent to this, all public and private learners are encouraged and welcome to join and attend the NSD 2024 of SDO Baguio City celebration that aims to:
 - a. conduct activities and initiatives that support both academic and non-academic growth of learners;
 - b. raise awareness about learners' rights for their well-being in a safe and healthy environment that supports both physical and mental integrity;
 - c. facilitate learner improvement in interactive activities that enhance skills, promote social responsibility, and develop acceptance and respect for differences.
3. In this regard, the SGOD-YF respectfully request the participation of Participants must **register at <https://tinyurl.com/NSDBaguioCity2024>** until **November 20, 2024 only**. Lunch meal will be provided. Hence, all participants who will join the activity shall bring their own snacks.

4. The following documents are enclosed for reference:
 - a. Enclosure No. 1: Activity Matrix
 - b. Enclosure No. 2: List of Technical Working Committee
 - c. Enclosure No. 3: Parent/Guardian Consent Form
5. All teaching and non-teaching participants are requested to submit an accomplishment report from the said activity. Likewise, they are entitled service credit for teachers and compensatory overtime credit.
6. Immediate dissemination and appropriate action of this Memorandum is desired.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:

NIEVES D. EBANIO 
Administrative Officer V

Reference:

- DepEd Order Nos,
- 049, s. 2011
- 021, s. 2019
Under Secretary for Operation Memorandum
- OM-OUOPS No. 2024-11-08921
Republic Act 11369 - 2019

Enclosure 1. Program Matrix

November 23, 2024		
TIME	TOPIC	RESPONSIBLE PERSON
7:00 – 7:45 AM	Registration of Participants	DFSSLG Officers / TWG
7:45 - 8:00 AM	PRELIMINARIES Invocation National Anthem Cordillera Hymn Baguio Hymn	Pines City National High School
8:00 – 8:15 AM	Welcome Remarks	NIÑO M. TIBANGAY Chief Education Supervisor SGOD
8:25 – 8:35 AM	Inspirational Message	SORAYA T. FACULO PhD, CESO VI Schools Division Superintendent
8:35 – 8:40 AM	Acknowledgement of Participants & House Rules	Augie Perl Simangan PDO I - YFC
8:40 – 8:55 AM	INTERMISSION NUMBER	ART VILLAMOR DFSSLG Officer SY 2023-2024
8:55 – 9:00 AM	Introduction to Speaker	Princess Faith Gamsao DFSSLG Officer SY 2024-2025
9:00 – 10:00 AM	<i>Topic 1: How to protect Oneself from all kinds/forms of Bullying</i>	Eliza Tuazon IELTS Trainer; Senior Staff Coordinator
10:00–10:15 AM	Health Break	
10:15 – 11:30 AM	<i>Topic 2: RA 11313 (Safe Space Act) otherwise known as “Anti-Bastos” Law</i>	Baguio City Police Office
11:30 – 12:00 NN	<i>Topic 3: Overview of the Learner Government Program</i>	Augie Perl Simangan PDO I - YFC
12:00 - 1:00 PM	Lunch Break	
1:00 – 1:30 PM	Opening Program: School Cheer	DFSSLG Officers - NSD Hosts Jezelle A. Tocmo DFSSLG Board Member-DRRM Jessiekheille Breinon M. Bustarde DFSSLG Secretary
1:30 – 1:40 PM	NSD Remarks	Vishanne L. Edas DFSSLG Vice President
1:40 – 1:50 PM	NSD 2023 Recap	DFSSLG TWG
1:50 – 2:30 PM	Getting To Know Activity	Keilah A. Marcos DFSSLG Board Member Roxas National High School Trisha I. Yucaddi DFSSLG Protocol Officer

		<i>Joaquin Smith NHS</i>
2:30 PM - 4:35 PM	NSD Games	Jannica C. Yassan <i>DFSSLG Board Member-BKD BCHS</i>
	NSD Intermission	Rhowe Klein Jhames B. Santiago <i>DFSSLG Protocol Officer FDPNHS</i>
		Princess Faith Gamsao <i>DFSSLG Treasurer Magsaysay NHS</i>
		DFSSLG Officers Irisan NHS BCHS Band
4:35 – 4:45 PM	Announcements and Closing Remarks	Kyle Cedrick C. Dimaano <i>DFSSLG President</i>
4:45 - 5:00 PM	Closing Performances: Community Dance (IPED)	San Vicente National High School

Enclosure 2. List of Technical Working Committees

Committee	In-charge	Roles and Responsibilities
Program Management	Chair: Augie Perl Simangan Co-chair: Arlani Buccat	<ul style="list-style-type: none"> Responsible to the overall supervision of operational and functional aspects of the program/project. Oversees and coordinates with the different committee chairpersons. Overall responsible for the conceptualizing, planning, developing the project and its implementation. Coordinates necessary arrangements to the other concerned unit/s.
Secretariat (Registration, Certificates and Program)	Chair: Jezelle Tocmo (DF SSLG Officer) Members: Irisan National High School SSLG Officers	<ul style="list-style-type: none"> In-charge of the registration and attendance. Printing of programs Coordinates with the ushers and overseers for the arrival of VIPs. Print programs, invitations and certificates of the participants Ensures that the details of the certificate are correct
Public Information Officer and Photo Documentation	Chair: Vishanne L. Edas (DF SSLG Officer) Members: Pines City NHS-SHS	<ul style="list-style-type: none"> Prepares a meaningful photo documentation of the highlights of the activity and submit to the Chairperson for captioning and public post to the Official YF Facebook Page. Covers the entire activity through video and photos. Take Videos and pictures during the activity. Prepares video as an accomplishment report / synthesis of the activity to be shown at the last day of the activity.
Inspectorate Team Committee	Chair: Ma. Lorena Galera Co-chair: Joanna Mae Villareal Members: Amil Flamiano Juliet Piok	<ul style="list-style-type: none"> Inspect food served. Coordinate with the supplier for the necessary adjustments and set-up Relays the headcount for the food preparations Ensures that distinguished guests will always be accommodated Coordinates with the billing and other charges incurred

Committee	In-charge	Roles and Responsibilities
Ushers / Overseers	Chair: Kyle Cedrick Dimaano Members: All DF SSLG Officers	<ul style="list-style-type: none"> • Directs the participants to their specific seats • Guides distinguished guests to their identified seat • Informs the master of ceremony of the arrival of guests / VIPs
Physical Arrangement	Chair: Augie Perl Simangan Co-chair: Arlani Buccat Members:	<ul style="list-style-type: none"> • Ensure the proper set-up of the venue prior to the event. • In-charge on identifying booths of schools during the activity.
Master of Ceremonies	Vishanne L. Edas Jezelle A. Tocmo Jessiekheille Breinon M. Bustarde (DF SSLG Officers)	<ul style="list-style-type: none"> • Facilitates the flow of the program • Coordinates with ushers for the possible changes in the flow of the program
ICT	<ul style="list-style-type: none"> • ICT Unit 	<ul style="list-style-type: none"> • Provide technical assistance to ICT related concerns.

Enclosure 3. Parent/Guardian Consent Form

To be Completed by the Parent/Guardian

As the parent/guardian of _____, I hereby allow him/her to participate in the following activity:

Event Title: NATIONAL STUDENTS' DAY 2024

When: November 23, 2024 | 8:00 am - 5:00 pm

Where: PFVR Gymnasium, Military Cut-off Baguio City

As the parent/guardian, I understand my roles and responsibility to explain what is consent form is about to the child and ensure that his/her privacy and identity rights are protected and acknowledged accordingly.

As the parent/guardian, I hereby release, defend, indemnify and hold harmless the DYFC/SELG/SSLG Adviser from and against any claims damages or liability.

I, _____, have legal authority to sign this consent, allowing my daughter/son to attend the said activity mentioned above. I have read this document before signing below and I fully understand the contents, meaning and impact of this consent form.

Parent/Guardian Name:

Parent/Guardian Signature:

Date:

Address:

Mobile Number: