



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



02 October 2025

DIVISION MEMORANDUM

No. **621-2025**

CONDUCT OF PROJECT TAYTAY: TOGETHER ASSURING YOUTH TRIUMPHS, ADVOCATING FOR THE YOUTH: BUILDING BRIDGES, BREAKING BARRIERS AGAINST BULLYING

To: CID and SGOD Division Chief
All Public Schools District Supervisors
Education Program Supervisors
Public Secondary School Heads
Federated Parents Teachers Association
Others concerned

1. In support of the Schools Division of Baguio City's continuous efforts to advocate a safe and inclusive learning environment, the SDO Baguio City, through the School Governance and Operations Division (SGOD) – Youth Formation, will conduct a forum as part of the Project Taytay scheduled activities entitled: "Speak Up, Stand Strong: A Forum on Child Protection and Anti-Bullying Strategies" on **October 11, 2025** at the **3rd Floor Training Hall, SDO Baguio City**.
2. This initiative aims to strengthen our advocacy against bullying in schools by raising awareness, equipping participants with appropriate strategies, and promoting effective school-based anti-bullying programs.
3. The objectives are as follows:
 - a. Highlight best practices and success stories in implementing anti-bullying initiatives in schools.
 - b. Educate participants on the different forms, signs, and impacts of bullying, both in physical and online settings.
 - c. Present existing policies and programs on anti-bullying as mandated by DepEd Order No. 40, s. 2012 (Child Protection Policy) and other related issuances.
 - d. Encourage schools to implement and strengthen their respective Child Protection Committees and anti-bullying mechanisms.
 - e. Foster collaboration among school heads, teachers, guidance personnel, parents, and learners in addressing and preventing bullying incidents.
4. The following documents are enclosed for reference:
 - a. Enclosure No. 1: List of Participants
 - b. Enclosure No. 2: Activity Matrix



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



<https://depedpines.com>

- c. Enclosure No. 3: Parental Consent Form
 - d. Enclosure No. 4: Learner Consent, Waiver, Indemnity and Release
5. All teaching and non-teaching participants are requested to submit an accomplishment report from the said activity. Likewise, they are entitled for service credit for teachers and compensatory overtime credit for non-teaching personnel.
6. For queries and concerns, kindly contact Ms. Augie Perl Simangan, Division Youth Formation Coordinator thru +063 917 170 8990 or augieperl.simangan@deped.gov.ph
7. Immediate dissemination of this memorandum is desired.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:


CARMEL F. MERIS

OIC – Assistant Schools Division Superintendent

SGOD/YF/apas

Enclosure 1. List of Participants

No.	NAME	DESIGNATION
1	Soraya T. Faculo PhD, CESO VI	Schools Division Superintendent
2	Carmel F. Meris	Asst. Schools Division Superintendent
3	Niño M. Tibangay	Chief Education Supervisor – SGOD
4	Jerry C. Ymson	Education Program Supervisor
5	Atty. Annette L. Doyaoen	SDO Legal Officer
6	Dr. Arlene Awing	Medical Officer IV
7	Agnes Totaan	Nurse II
8	Augie Perl Simangan	Project Development Officer I
9	Arlani B Buccat	Project Development Officer I
10	Maribel T. Belgica	Guidance Counselor III
11	Jocelyn T. Fetiza	Guidance Counselor III
12	Rhodelia J. Balanon	Guidance Counselor III
13	Gladys Nocum	Guidance Counselor III
14	Agapita K. Base	Guidance Counselor II
15	Maria Luisa S. Mirano	Guidance Counselor III
16	Eldon Harris Soriano	Guidance Counselor III
17	Jezza Pingo	Director – Pag asa Para sa Bata at Kabataan Project Onc.
18	Ana Maria D. Dizon	Executive Director – My Children’s House of Hope
19-23	5 Bahay Bata 127 Representatives	Bahay Bata 127
24-26	3 PNP Representatives	PNP Representatives
27-33	7 Participants (TBI)	Guisad Valley National High School
34-40	7 Participants (TBI)	Mil-an National High School
41-47	7 Participants (TBI)	Irisan National High School
48-54	7 Participants (TBI)	Pines City National High School – JHS
55-75	21 Participants (TBI)	Baguio City High School
76-80	5 Federated Parents-Teacher Association (FPTA)	Federated Parents-Teacher Association (FPTA)

Enclosure No. 2: Activity Matrix

Speak Up, Stand Strong: A Forum on Child Protection and Anti-Bullying Strategies
October 11, 2025
7:30 AM – 12:00 NN
3rd Floor SDO Training Hall

Time	Activity/Resource Person
7:30 AM to 8:00 AM	Registration
8:00 AM – 8:30 AM	Opening Program: Preliminaries Opening Remarks: Carmel F. Meris Asst. Schools Division Superintendent Statement of Purpose: Niño M. Tibangay Chief Education Supervisor Message: Soraya T. Faculo PhD, CESO VI Schools Division Superintendent
8:30 AM – 10:00 AM	Understanding Bullying and Its Impact on Learners Resource Speaker: Eldon Harris Soriano Guidance Counselor III Mental Health Specialist
10:00 AM – 10:15 AM	Health Break
10:15 AM – 11:15 AM	Open Forum
11:15 AM – 11:30 AM	Synthesis and Call to Action: Maria Luisa S. Mirano Guidance Counselor III
11:30 AM – 11:45 AM	Closing Remarks: Jerry C.Ymson Education Program Supervisor
11:45 AM – 12:00 NN	Distribution of certificates / Photo Opportunity / Lunch

Enclosure No. 3. Parental Consent Form

PARENTAL CONSENT FORM

I, _____, as the parent or legal guardian of _____, hereby acknowledge that I have been informed of the details of the conduct of the **PROJECT TAYTAY: TOGETHER ASSURING YOUTH TRIUMPHS, ADVOCATING FOR THE YOUTH: BUILDING BRIDGES, BREAKING BARRIERS AGAINST BULLYING** that will be held on **October 11, 2025** from **7:30 AM to 12:00 NN** at the **3rd Floor Training Hall, SDO Baguio City**.

I understand that my child's in-person attendance at the event will include associating with teachers, fellow learners and school personnel, and other persons inside and outside of the school that may put my child at risk of transmission of any communicable disease, notwithstanding the precautions undertaken by the implementing team.

Voluntary Participation

I acknowledge that my child's participation in this activity is completely voluntary. My child may decline to participate or withdraw from participation at any time for any reason. Declining or withdrawing participation will not result in any penalty or loss of benefits or reduction of any basic right to which my child is entitled. While there remains the risk of possible transmission of any communicable disease to my child/ren, and to the members of my household, I freely assume the said risk and I permit my child/ren to attend this activity.

Exclusion (Limitations/Ineligibility)

I am aware that symptoms of any communicable disease include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, and diarrhea.

I confirm that my child currently has none of those symptoms and is in good health. I will not allow my child to physically go to the event if my child or any member of my household develops any of the said symptoms or any other symptoms of illness that may or may not be related to any communicable disease. I will also inform the school/division and not allow my child to attend the event if my child or any of my household members test positive for any communicable disease. My child/ren and I, with my household members, will follow the required health and safety protocols and procedures adopted by the school and community.

Documentation

I confirm that I give full permission to any recording or picture taken of my child during the conduct of this event and to use some or all my child's images/

contribution/ performance in any publication (including electronic publications such as film or website) created by or for the Department of Education (DepEd) - Schools Division of Baguio City official platforms.

Confidentiality

I am aware that any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Republic Act 10173, Data Privacy Act of 2012. I am assured that the information about my child will not be shared outside of the implementation team. My child's name will not be used when data from this activity is analyzed.

I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and to DepEd.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge all claims, causes of action, damages, and rights against the school/division and its personnel as well as officials and personnel of the Department of Education SDO Baguio City relative to the conduct of the activity.

With full understanding, I – on behalf of myself, my household members, and my child/ren – hereby freely and voluntarily give my consent to my child's participation in the activity. I also attest that I had sought the views of my child, and he/she has expressed a willingness to participate in the activity.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the SDO Baguio City, SGOD-YF through the email address youthformationbaguiocity@gmail.com

_____ Signature of Parent/Guardian over Printed Name	_____ Contact Details (Mobile Number)
_____ Name of Child/ren	_____ Date

Enclosure No. 4: Learner Consent, Waiver, Indemnity and Release

LEARNER CONSENT, WAIVER, INDEMNITY and RELEASE

(To be completed by the Learner)

I, _____, agreed to participate with the consent of my parents and/or legal guardian in the **PROJECT TAYTAY: TOGETHER ASSURING YOUTH TRIUMPHS, ADVOCATING FOR THE YOUTH: BUILDING BRIDGES, BREAKING BARRIERS AGAINST BULLYING** that will be held on **October 11, 2025** from **7:30 AM to 12:00 NN** at the **3rd Floor Training Hall, SDO Baguio City**.

I agree to give permission to the **Department of Education (DepEd) – Schools Division of Baguio City – Youth Formation** and its representatives to make recordings of my voice and to take photographs and/or videos in which I appear in at the event and location stated above, to be used for the communications and various public campaigns of the Department be it in print, broadcast and/or electronic media.

I have read and understood the accompanying letter and information leaflet. For things I do not understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

I know the purpose of the project/activity and the part I will be involved in. I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

_____	_____
Name of Learner	Name of School
_____	_____
Age	Date