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

DepED DIVISION OFFICE BAGUIO CITY
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Time: CTRL No.:

November 9, 2026

UNNUMBERED MEMORANDUM

IDENTIFIED PARTICIPANTS IN THE VALIDATION ACTIVITY OF THE LEARNERS' HANDBOOK CUM TECHNICAL WORKING GROUP MEETING FOR THE CLUSTERED REGIONAL LEARNERS' CONVERGENCE PHILIPPINES 2026

To : Office of the Assistant Schools Division Superintendent
Chief Education Supervisor
BCHS School Head
SSLG Officer
All Others Concerned

1. Relative to DM-OUGOPS-2026-01-04602, this Office announces the participants for the **Validation Activity of the Learners' Handbook Cum Technical Working Group Meeting for the Clustered Regional Learners' Convergence Philippines 2026**, scheduled on **December 10–13, 2026**, at **Sunny Point Hotel, Davao City**.

2. The identified participants are as follows:

NAME	DESIGNATION	UNIT/SCHOOL
JULIE-ABEGAIL LOY C. MARTIILANA	PDO I	Division Youth Formation
ZHEANNE AVERY D. RAMIREZ	RFSSLG / DFSSLG Presidents	Baguio City National High School

3. The identified participants are expected to actively participate in the validation activity and technical working group discussions and undertake their assigned responsibilities relative to the review and finalization of the Learners' Handbook.

4. A copy of the referenced memorandum is attached for information and reference.

5. For strict compliance and immediate dissemination.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent

SGOD/NMT/jalcm

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Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION

November 5, 2026

MALCOLM S. GARMA
Undersecretary for Governance and Operations

Sir:

Relative to the **MEMORANDUM DM-OUGOPS-2026** "Request for Participants and Technical Working Group Members for the Validation Activity of Learners' Handbook *Cum* Technical Working Group Meeting for the Clustered Regional Learners' Convergence PH 2026", this office respectfully endorses the following to attend the above-stated activity.

NAME	DESIGNATION	SDO
1. Julie-Abegail Loy C. Martillana	Division Youth Focal Person/ PDO I	SDO Baguio City
2. Zheanne Avery D. Ramirez	RFSSLG President	SDO Baguio City

Thank you very much for your consideration and support.

Very truly yours,

NICOLAS T. CAPULONG, CESO III
Director IV/ Regional Director

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
DM-OUGOPS-2026- 01 - 04602

TO : **Regional Directors**
Schools Division Superintendents
Regional and Division Youth Formation Coordinators
School Heads
All Others Concerned

FROM : **MALCOLM S. GARMA**
Undersecretary for Governance and Operations

SUBJECT : **REQUEST FOR PARTICIPANTS AND TECHNICAL WORKING GROUP MEMBERS FOR THE VALIDATION ACTIVITY OF LEARNERS' HANDBOOK *CUM* TECHNICAL WORKING GROUP MEETING FOR THE CLUSTERED REGIONAL LEARNERS' CONVERGENCE PH 2026**

DATE : November 3, 2026

The Office of the Undersecretary for Governance and Operations (OUGOPS), through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), is set to conduct the **Validation Activity of Learners' Handbook cum Technical Working Group Meeting for the Clustered Regional Learners' Convergence PH 2026** on November 10-13, 2026, in Sunny Point Hotel, Ma-a, Davao City.

The activity aims to validate and enhance the draft Learners' Handbook, particularly its provisions on learner government, to ensure that the handbook serves as a practical and accessible reference for learner leaders, teacher-advisers, and school administrators in understanding and implementing the Learner Government Policy. The activity shall also serve as a preparatory meeting of the Technical Working Group (TWG) for the Clustered Regional Learners' Convergence PH 2026 to discuss the program framework, implementation arrangements, and other technical and administrative requirements for the conduct of the convergence. The activity aims to achieve the following objectives:

a) To review and validate the contents of the draft Learners' Handbook, particularly its alignment with the Learner Government Policy, including the roles and responsibilities of learner government officers, governance

structures, operational procedures, and mechanisms for learner participation and representation;

b) To gather inputs and recommendations from Regional Offices, Schools Division Offices, and school-level representatives on the clarity, relevance, applicability, and usability of the handbook, considering the different contexts and needs of learners and schools;

c) To consolidate the proposed revisions and recommendations toward the enhancement and finalization of the Learners' Handbook as a reference material for the implementation of learner government programs and activities in schools; and

d) To convene the Technical Working Group for Learners' Convergence PH 2026 to discuss and develop the proposed program of activities, implementation arrangements, roles and responsibilities, and other necessary preparations for the successful conduct of the convergence.

In this regard, the Regional Offices are requested to identify and endorse representatives who shall participate in the validation activity and contribute relevant input based on their experience in the implementation, coordination, and monitoring of learner government programs and activities. The designated representatives shall meet the criteria outlined in **Annex A**.

Additionally, pre-identified personnel listed in **Annex B** are invited to serve as participants for the workshop and members of the Technical Working Group (TWG) for the activity. The identified personnel shall provide technical inputs during the validation of the Learners' Handbook and participate in the planning and preparatory discussions for Clustered Regional Learners' Convergence PH 2026. They are expected to contribute to the development of the program framework, proposed activities, implementation mechanisms, and coordination arrangements necessary for the conduct of the convergence.

The activity shall include plenary discussions, technical review sessions, workshops, and planning sessions. Participants may be assigned to specific sessions or working groups based on their roles, areas of expertise, and the requirements of the activity. For confirmation of attendance, all concerned are requested to accomplish the online registration form through https://tinyurl.com/LGHandbookLCPH on or before **November 9, 2026**. For reference, the Administrative Note is attached as **Annex C**.

To ensure the safety and welfare of participating learners, all learner representatives shall be required to secure a duly accomplished and signed **Parental Consent Form**, attached as **Annex D**, prior to their participation in the activity. The concerned School Heads, in coordination with the designated Learner Government Teacher-Advisers, shall facilitate the distribution, accomplishment, and collection of the consent forms. The accomplished forms shall be submitted to the BLSS-YFD through

the designated registration mechanism and shall serve as part of the documentary requirements for learner participation.

Travel and other incidental expenses of the participants and TWG members shall be charged to Local Funds, Program Support Funds (PSF), Maintenance and Other Operating Expenses (MOOE), or other available fund sources, subject to existing DepEd accounting and auditing rules and regulations.

For questions and/or concerns, please contact the BLSS-YFD through email at blss.yfd@deped.gov.ph.

Immediate dissemination of and appropriate action for this Memorandum is desired.