



Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

September 17, 2025

**DIVISION MEMORANDUM**

No. 325, s. 2025

**CAPABILITY BUILDING PROGRAM ON COOPERATIVE YOUTH LEADERSHIP TRAINING**

To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
District Heads  
School Heads  
DFSSLG Officers of S.Y 2025-2026  
DFSSLG Advisers  
All others concerned

1. In reference to the letter received by this Office on September 12, 2025, re: **Capability Building Program on Cooperative Youth Leadership Training** from the **Provincial Cooperative and Community Affairs Office**, this Office announces the participants to attend this training on **October 4, 2025, 8:00 A.M.** at the **Provincial Capitol Gymnatorium, Dalakit, Catarman, Northern Samar**.
2. The participants are the Division Federation Supreme Secondary Learner Government (DFSSLG) and their respective advisers:

Name	Designation	School
1. Mary Ruth G. Macawile	DFSSLG President	San Isidro Agro-Industrial School
2. Jeralyn M. Genotiva	Adviser	
3. Sasha Hilary G. Castillo	DFSSLG Vice President	Rawis National High School
4. Gregorio A. Sobito	Adviser	Pambujan National High School
5. Sarah Claire M. Longcop	DFSSLG Secretary	
6. John Chister T. Jazmin	Adviser	Galutan National High School
7. Gilbert A. Longcop	DFSSLG Treasurer	
8. Marilou D. Segun	Adviser	Allen National High School
9. Fiona Venice A. Vetonio	DFSSLG Auditor	
10. Mary Elizabeth G. Ocol	Adviser	Biri National High School
11. Phoebee Amatess Q. Angeles	DFSSLG PIO	
12. Editha O. Dones	Adviser	Sumoroy Agro-Industrial School
13. Richard Augustus B. Reyes Jr.	DFSSL Protocol Officer	
14. Gilbert V. Calumpiano	Adviser	San Jose Technical High School
15. Tyra Jane L. Garcia	DFSSLG Protocol Officer	
16. Sanny D. Moreno	Adviser	

3. The program owner shall provide the lunch and snacks during the conduct of the activity. However, travel expenses shall be incurred from the school MOOE/Local Funds, subject to usual accounting and auditing rules and regulations.
4. In line with the existing policies of learner rights and protection, the advisers shall secure the consent form for the learners, and a scanned copy shall be sent to the Division Learner Rights and Protection focal person. (**see attached enclosure 1**)
5. This issuance shall serve as **Travel Authority** for those concerned.
6. Immediate dissemination of and compliance with this memorandum are desired.

  
**GAUDENCIO C. ALJIBE JR., PhD, CESO VI**  
Schools Division Superintendent

DepEd Northern Samar  
**RELEASED**  
By: \_\_\_\_\_  
Date: SEP 18 2025



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**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 Capacity Building Program on Cooperative Youth Leadership Training at Provincial Capitol Gym, Dalakit, Catarman, Northern Samar.

I agree to permit the **Department of Education (DepEd)** and its representatives to make recordings of my voice and to take photographs and/or videos in which I appear 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 division memorandum relevant to the conduct of the activities. For things I do not understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

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

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SIGNATURE OVER PRINTED NAME  
(Learner)

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SIGNATURE OVER PRINTED NAME  
(Parent/Guardian)