



Republic of the Philippines
Department of Education

REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

April 19, 2022

DIVISION MEMORANDUM





NO. **205**, s. 2022

To: Assistant Schools Division Superintendents
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Education Program Supervisors
All Public Schools District Supervisors
Elementary and Secondary School Heads
All Concerned

**CONDUCT OF ONLINE LEADERSHIP AND ENVIRONMENTAL
YOUTH CAMP 2022**

1. Pursuant to Republic Act (R.A.) No. 9512, entitled, “**An Act to Promote Environmental Education and for Other Purposes**”, the Department of Education (DepEd) urges all public and private schools to lead the role on environmental awareness by enhancing environmental education and by pursuing effective school-based activities that seek to preserve and protect the environment. Relative thereto, this office through the Youth Formation Section will be conducting an “**Online Leadership and Environmental Youth Camp**” on **May 20, 2022** (Friday) from **8:30 AM to 2:30 PM** via Zoom and Facebook Live.
2. This activity aims to equip and empower the participants with timely skills and knowledge related to environmental issues and concerns.
3. All public Junior and Senior High School learners with gadget and stable Internet access are encourage to join. All Supreme Pupil Government (SPG), Supreme Student Government (SSG), Youth for the Environment in Schools Organization (YES-O) Elementary and Secondary Level, Barkada Kontra Droga (BKD) Officers and Advisers are highly encourage to participate.
4. The program matrix is attached for reference. Participants shall accomplish the online registration form through **bit.ly/OLAEYC2022Reg**.
5. Student participants shall submit their Parental Consent form through this link on or before May 18, 2022:
<https://tinyurl.com/PCFYouthCamp2022>



 Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite
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6. The first 1,000 participants may join via Zoom platform. Meeting details are as follows:
Meeting ID: **846 7462 1868**
Meeting Passcode: **yfd2021**

7. Other participants may join via Facebook Live through DepEd Tayo Youth Formation Cavite Province Official Facebook Page (<https://www.facebook.com/DepEdCaviteYFP>).





8. For inquiries and clarifications, you may contact the Division Youth Formation Coordinators: Lito M. Camo, Jr., Neil Ivan P. Lontoc and Erica P. Ersando through this contact numbers: 09358778034 / 09566529324 / 09069360420 or via email at depedcavite.yfd@deped.gov.ph.

9. Immediate and widest dissemination of this Memorandum is hereby directed.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

LMCJ/ DM No. 205, s. 2022
BU-8153/ 04/19/2022



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Attachment No. 1 to Division Memorandum No. 205, s. 2022 entitled "CONDUCT OF ONLINE LEADERSHIP AND ENVIRONMENTAL YOUTH CAMP 2022"

PROGRAM MATRIX AND PROGRAM MANAGEMENT TEAM

Program Matrix/ Design		
MAY 20, 2022		
Date/ Time	Activity	Speaker/ Facilitator/Guest
8:30 - 8:40	Preliminaries National Anthem Ecumenical Prayer Cavite Hymn Pledge of Allegiance	PMT
8:41 – 8:50	Opening Message	RANDY D. PUNZALAN Assistant Schools Division Superintendent
8:51 - 9:00	Inspirational Message	ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent
9:01 - 9:10	Program Overview & Introduction of Presenters	PMT
9:11 – 9:50	Introduction to YES-O: Concept and PPAs	JOMELITO F. ENCABO YES-O Adviser – Kayquit ES (40 Minutes)
9:51 – 10:40	Introduction to Philippine Environmental Laws and related Agencies	ATTY. DANIEL V. CARPINA Attorney III – SDO Cavite Province (50 Minutes)
10:41 – 10:50	Health Break	PMT
10:50 – 11:40	Youth Leadership vs Climate Change: Youth Actions in Conserving & Protecting the Environment	ARBY S. LAGMAN Instructor, Manuel S. Enverga University Foundation Regional Chair, TOSP CALABARZON Outstanding Students (50 Minutes)
11:40 – 12:40	Lunch Break	PMT
12:41 – 1:30	Home Gardening: Introduction to Bio-Intensive Gardening	RONNIE M. DE CASTRO BIG Supervisor, IIRR



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1:31– 2:00	Open Forum	PMT
2:01 – 2:10	Awarding of Certificates	PMT
2:11 – 2:20	Announcements	PMT
2:21 – 2:30	Closing Remarks	DIANA P. TOPACIO Chief, SGOD

-Nothing follows-

Program Management Team and Terms of Reference

Committee	Terms of Reference	Members
Program/ Planning	<ul style="list-style-type: none"> • Prepare all documentary requirements such as, but not limited to, activity proposal • Organize and lead the whole program flow • Coordinate duties and responsibilities of PMT members • Prepare Activity Completion Report 	Diana P. Topacio Lito M. Camo Jr. Neil Ivan P. Lontoc Erica P. Ersando
Attendance and Certificates	<ul style="list-style-type: none"> • Prepare and secure the accomplishment of registration and attendance sheets (whether printed or online) • Prepare and ensure dissemination of certificates for participants and PMT members 	Ronalyn P. Salazar Camille R. Ortilla
Technical	<ul style="list-style-type: none"> • Collect/ prepare/ assist in preparation and lead in playing of audio-visual presentations and materials to be used • Provide technical assistance on setting up and managing the platform to be used for online/ virtual activities • Create Zoom Background Design 	Christopher Matthew P. Tolentino



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	<ul style="list-style-type: none">• Create Polo-Shirt Design• Helps in editing of Video Presentations• Create Tumbler Design	
Documentation	<ul style="list-style-type: none">• Prepare/ collect all audio-visual presentations and materials to be used during the event• Prepare a narrative or news report regarding the event• Assist in accomplishing the Activity Completion Report	Neil Ivan P. Lontoc Erica P. Ersando Lito M. Camo Jr.
Monitoring and Evaluation/ QATAME	<ul style="list-style-type: none">• Prepare QATAME link/ form• Consolidate participants' evaluation of conducted activity and identify areas for improvement• Provide proponent and all units concerned with a copy of the evaluation results with corresponding recommendations	Maria Belen C. Mojica Kristine G. Dela Rosa
Safety and Security	<ul style="list-style-type: none">• Secure physical and cyber-safety and security of the participants including the provision and collection of Signed Parental Consent Form if learners are involved as participants• Ensure observance of appropriate health and safety standards for physical or face-to-face activities	Neil Ivan P. Lontoc Erica P. Ersando Lito M. Camo Jr.



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Attachment 2 to Division Memorandum No. 205, s. 2022 entitled "CONDUCT OF ONLINE LEADERSHIP AND ENVIRONMENTAL YOUTH CAMP 2022"

CONSENT, WAIVER, INDEMNITY and RELEASE
(to be completed by young person and parent/guardian)

PART A: TO BE COMPLETED BY THE CHILD

I agree to participate in the following activity:

Production name/ Project title: **Online Leadership and Environmental Youth Camp 2022**

Location/Online Platform: Zoom and Facebook Live

Date and Time: May 20, 2022; 8:30 AM to 2:30 PM

I agree to give permission to the DepEd Cavite Youth Formation and their representatives to make recordings of my voice and to take photographs and /or videos in which I appear in, to be used for the communications and various public campaigns of the Department be it in print, broadcast, and/or electronic media, at the event and location stated above:

I have read and understood the accompanying letter and information leaflet. For things I don't 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: _____ Age: _____

School: _____

Signature _____



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PART B: TO BE COMPLETED BY THE PARENT/GUARDIAN

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

Production name/ Project title: **Online Leadership and Environmental Youth Camp 2022**

Message/Location/Online Platform: Zoom and Facebook Live

Date and Time: May 20, 2022; 8:30 AM to 2:30 PM

I acknowledge that DepEd Cavite Youth Formation will own all rights to his/her images and recordings made during the said activity. DepEd and its representatives will have the right to use, display, exhibit, reproduce, distribute, and create derivative works of these images and recordings in any media now known or later developed.

As the parent/guardian I understand my roles and responsibility to explain what this 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 waive any right to inspect or approve the use of the images or recordings or of any written derivatives. I further waive all moral rights. I also waive any right to royalties or other compensation arising from or related to the use of the materials. As the parent/guardian, I hereby release, defend, indemnify, and hold harmless the DepEd and its representatives from and against any claims, damages, or liability arising from or related to the use of the images, recordings, or materials, including but not limited to claims of defamation, invasion of privacy, or rights of publicity or copyright infringement, or any misuse, distortion, blurring, alteration, optical illusion or use in composite form that may occur or be produced in taking, processing, reduction or production of the finished product, its publication or distribution.

I, (NAME OF PARENT/GUARDIAN), have legal authority to enter into this contract. I have read this document before signing below, and I fully understand the contents, meaning and impact of this consent, waiver, indemnity and release.

This consent, waiver, indemnity and release is binding on me, my heirs, executors, administrators and assigns.





Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Address: _____

Home phone: _____ Mobile phone: _____



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