



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

18 Feb 2026

DIVISION MEMORANDUM
No. 102, s. 2026

**CONDUCT OF TWO-DAY CAVITE CLUSTER
YOUTH LEADERS' CONVERGENCE CUM TRAVEL ORDER**

To: OIC-Assistant Schools Division Superintendent
OIC-CID Chief Education Supervisor
OIC-SGOD Chief Education Supervisor
Education Program Supervisors
School Heads/OICs (All Public Secondary Schools)
Supreme Secondary Learner Government Teacher-Advisers
All Others Concerned

1. Relative to DepEd Order No. 49, s. 2011 (Mandated Programs, Projects and Activities of the Supreme Pupil and Supreme Student Government) and DepEd Order No. 47, s. 2014 (Constitution and By-Laws of the Supreme Pupil and Supreme Student Government, now recognized as the Supreme Elementary Learner Government [SELG] and Supreme Secondary Learner Government [SSLG]), this Office, in collaboration with Schools Divisions of Cavite Province, Dasmariñas City, and Cavite City, announces the Conduct of Two-Day Cavite Cluster Youth Leaders' Convergence on February 19-20, 2026 at Tanza Oasis Hotel and Resort located at KM 41 Antero Soriano Highway, Tanza, Cavite.

2. The activity aims to strengthen inter-division collaboration, promote leadership excellence, and deepen youth understanding of key advocacies such as environmental stewardship, mental health awareness and responsible governance. This will also enable participants to collaboratively design sustainable and learner-centered Youth Formation PPAs for S.Y. 2026-2027 in preparation for effective governance of the incoming Division Federated SSLG Officers.

3. Please see Enclosure 1 for the activity's list of participants and chaperones.

4. This Memorandum shall serve as the Travel Authority for all the participants, chaperones, and members of management staff of the Schools Division of Imus City.

5. All participating learners must secure a signed Parental/Guardian Consent Form before joining the training. School heads are reminded to ensure that the affected classes should have substitute teachers in lieu of the teacher-participants in compliance with the Time-On-Task Policy. The Alternative Delivery Mode or make-up classes are recommended to address school lessons missed by the learner-participants.



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6. The program matrix of this training is indicated in Enclosure No. 2, program management staff in Enclosure No. 3, and parental consent form in Enclosure No. 4.

7. Expenses incurred in the conduct of the activity shall be charged against the Program Support Funds (PSF) of the Youth Formation Division Sub-Allotment Release Order (SARO), subject to the usual accounting and auditing rules and regulations.

8. For any questions or clarifications, please contact Ariel L. Dayrit, Division Youth Formation Coordinator, at contact number (046) 4198450-53 local 227.

9. For immediate dissemination.


HOMER N. MENDOZA

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent 

Encl.: *As Stated*

Reference: *As Stated*


To be indicated in the Perpetual Index

under the following subjects:

TRAINING PROGRAMS

STUDENTS

ORGANIZATIONS

SGOD/ALD/02-12-26 

LIST OF PARTICIPANTS TO THE CONDUCT OF TWO-DAY CAVITE CLUSTER YOUTH LEADERS' CONVERGENCE CUM TRAVEL ORDER

NO.	SSLG PRESIDENTS	SCHOOL
		JUNIOR HIGH SCHOOL
1	Cyric A. Fabellon	Gen. Licerio Topacio National High School
2	Ma. Allyssa Nicole E. Planillo	Gen. Tomas Mascardo National High School
3	Tommy B. Gobenciong	Hipolito Saquilayan National High School
4	Radestrel Knox Demonte	Imus National High School
5	Airwind B. Dudas	Gen. Emilio Aguinaldo National High School
6	Cassidy Khate C. Lola	Gov. D.M. Camerino Integrated School
7	Achilla C. Javinal	Francisca Benitez Integrated School
8	Pia Alinda M. Aguillon	City of Imus Integrated School
9	Joanne Valerie M. Ambil	Anastacio Advincola Integrated School
		SENIOR HIGH SCHOOL
10	Ayiesha Kazumi S. De Leon	Gen. Flaviano Yengko Senior High School
11	Roland Andrei P. Hechanova	Gen. Juan Castañeda Senior High School
12	Milca B. Laroya	Gen. Pantaleon Garcia Senior High School
13	Justin T. Cachero	Gov. Juanito Reyes Remulla Senior High School
	TEACHER-CHAPERONES	
14	Novalyn P. Alubog	Gen. Tomas Mascardo National High School
15	Arianne Bless S. Basallo	Gov. D.M. Camerino Integrated School
16	Mean C. Dotillos	Anastacio Advincola Integrated School

PROGRAM MATRIX

DAY 1		
Date/ Time	Activity	Person/s Involved
8:00 - 8:30 AM	Arrival of Participants Registration	TWG
8:31 - 9:00 AM	Preliminaries National Anthem Ecumenical Prayer Bagong Pilipinas Hymn Cavite Hymn DepEd Quality Policy Presentation of Participants	PMT
9:01 – 9:20 AM	Welcome Remarks	Rosemarie D. Torres Schools Division Superintendent (SDS) of Cavite Province
	Inspirational Message	Homer N. Mendoza , SDS of Imus City Elias A. Alicaya, Jr. , SDS of Dasmariñas City Gregorio A. Co, Jr. , SDS of Cavite City
9:21 – 9:35 AM	Overview of Program Flow Getting to Know Each Other Activity	Neil Ivan P. Lontoc Project Development Officer I-YFD, SDO Cavite Province
9:36 – 10:35 AM	Youth Leadership: A Tool for Nation Building	Rhanier John M. Reyes Former RFSSLG/NFSSLG President
10:36 – 10:40 AM	Health Break	PMT
10:41 – 11:40 AM	Greener Cavite: Worthy Emulating Makakalikasan PPAs	PENRO Personnel (TBD) PENRO Cavite
11:41 – 12:00 PM	Open Forum	PMT
12:00 – 1:00 PM	Lunch Break	
1:01 – 1:05 PM	Ice Breaker	PMT
1:06 – 2:05 PM	Building Resilient Leaders: Stress Management and Recovery	SPEAKER TBD

2:06 – 2:30 PM	Open Forum	PMT
2:31 – 2:35 PM	Briefer on Crafting of Cavite Youth PPAs	Division Youth Formation Coordinator
2:36 – 3:35 PM	Crafting of Cavite Youth PPAs (workshop)	All Youth Leader Participants
3:36 – 4:45 PM	Presentation and Critiquing of Outputs	All Participants
4:46 – 5:00 PM	Presentation of Certificates Evaluation, YFD Reminders and Announcements	PMT
6:00 – 7:00 PM	Dinner	
7:00 – 9:00 PM	Fireside Chat/Night Activity	
END OF DAY 1		
DAY 2		
7:00 – 8:00 AM	Breakfast	
8:00 – 8:30 AM	Management of Learning (MOL)	PMT
8:30 – 9:00 AM	Briefer on Team Building Activity	Division Youth Formation Coordinator
9:00 AM – 12:00 PM	Team Building Activity	All Participants
12:00 – 1:00 PM	Lunch Break	
1:00 – 4:00 PM	Team Building Activity	All Participants
4:01 – 5:00 PM	Insights Challenge Acceptance	TBD
	Presentation of Certificates Evaluation and YFD Announcements	PMT
	Closing Remarks	Diana P. Topacio <i>SGOD Chief, Cavite Province</i>
	Community Closing Song and Dance	All Participants
-nothing follows-		

Enclosure No. 3 to Division Memorandum No. 102 s. 2026

Management Staff Cum Travel Order

Management Staff	Members
Top Management	Homer N. Mendoza
	Glenda DS. Catadman
Division Chiefs	Marciano V. Valles Ivan Honorpette A. Mijares
Program Owner	Ariel L. Dayrit
Documenters	Novalyn P. Alubog Arianne Bless S. Basallo Mean C. Dotillos
Certificates	Jayner S. Obias
M & E Coordinator	Medel Carlos C. Zarsuelo, Jr.
Welfare Officer	Gabriel C. Ynieto
Learning Facilitator	Yolanda A. Padlan

PARENTAL CONSENT
(to be completed by parent/guardian)

I, the undersigned, willfully and voluntarily give consent on the participation of my child, _____, in the **Conduct of Two-Day Cavite Cluster Youth Leaders' Convergence** to be held on **February 19 – 20, 2026 (Thursday to Friday)** at **Tanza Oasis Hotel and Resort, Tanza, Cavite.**

I have considered the benefits that my child will obtain from his/her participation, provided that due care and necessary precautions are observed to ensure my child's safety. I further agree that the employees and personnel of the Department of Education (DepEd) Imus City, Cavite shall not be held responsible for any untoward incident that may occur beyond their control.

Respectfully yours,

(Signature over Printed Name of Parent or Guardian/Date