



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran City

**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2022-SGOD-107

TO : **Justino Canda- School Head, Tagbilaran City Science High School**

ATTN : **All Grade 7 to 12 Students of Tagbilaran City Science High School**

FROM : **JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

SUBJECT : **Microsoft Youth Ambassadors (MYA) Capstone Program**

DATE : June 10, 2022

1. The Microsoft Youth Ambassadors (MYA) program was launched last November 30, 2021, and it aims to shape empowered Filipino students who employ globally competitive skills and embody the ideals of being value-driven, career-oriented, culturally rooted and socially responsible. It also aims to onboard qualified students to serve as the DepEd ambassadors who will champion the innovative use of technology to their classmates and peers.

In the said Capstone Program, the MYAs of Region 7 including our Division MYAs *Vince Joseph Cartagenas* and *Clarence Concha* are expected to conduct their own training to impart basic knowledge on Microsoft 365 applications and communicate effectively to their team members and fellow students to bring out the best possible outputs.

2. In this regard, the Tagbilaran City Science High School Grade 7- 12 Students are the chosen participants to the division level “**MYA Capstone Program**” and are hereby directed to attend the **MS Teams Live Event on June 18, 2022, 1:00 P.M- 3:00 PM**. Kindly register by using the link below:  
<https://tinyurl.com/MYARegion7Registration>

3. Your attendance is highly desired.

JIAL/CPC/SGOD/BCL/jpp2022



Address: Dampas District, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE SECRETARY

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**MEMORANDUM**

**For:** **Regional Directors and BARMM Education Minister**  
**Schools Division Superintendents**  
**Regional and Division Youth Formation Coordinators**  
**Public and Private Secondary School Heads**  
**School ICT Coordinators**

**Federation of Supreme Student Government**  
(National, Regional, Division and School Level Board Members,  
Teacher-Advisers, and Officers)

**Academic-Related and Co-Curricular Clubs and Organizations**  
(Teacher-Advisers and Officers)

**All Others Concerned**

**From:**   
**JUAN VALERIANO C. RESPICIO IV**  
Assistant Secretary  
Youth Affairs and Special Concerns

**Subject:** **REQUEST FOR SUPPORT AND TECHNICAL ASSISTANCE**  
**TO MICROSOFT YOUTH AMBASSADORS (MYA)**  
**PROGRAM INITIATIVES**

**Date:** **30 May 2022**

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The Department of Education (DepEd), through the Office of the Assistant Secretary for Youth Affairs and Special Concerns-Youth Formation Division (OASYASC-YFD), in partnership with Microsoft Philippines, will conduct a series of **Microsoft Youth Ambassadors (MYA) Initiatives** through a **Capstone Program** on any available days **from 1-25 June 2022 via Microsoft Teams**.

The MYA program was launched last 30 November 2021, and it aims to shape empowered Filipino students who employ globally competitive skills and embody the ideals of being value-driven, career-oriented, culturally rooted and socially responsible. It also aims to onboard qualified students to serve as the DepEd ambassadors who will champion the innovative use of technology to their classmates and peers.

In the said Capstone Program, the MYAs are expected to conduct their own training to impart basic knowledge on Microsoft 365 applications and communicate effectively to their team members and fellow students to bring out the best possible outputs.

In this regard, the OASYASC-YFD would like to request support and technical assistance from the Regional and Division Offices down to the schools for the conduct of student-led MYA program initiatives as specified in the table below:

Level of Governance	Activities
Regional Office	<ol style="list-style-type: none"> <li>1. The Memorandum issued from the Central Office (CO) shall be disseminated to the different Schools Division Offices (SDOs).</li> <li>2. MYA-related publication materials shall be shared to regional youth formation social media sites.</li> </ol>
Division Office	<ol style="list-style-type: none"> <li>1. The Memorandum issued shall be disseminated to the different schools in the Division.</li> <li>2. MYA-related publication materials shall be shared to division youth formation social media sites.</li> <li>3. Through the Youth Formation Coordinators (YFCs), the Division Office shall provide assistance to the MYAs in the identification of schools to be invited to participate in the Capstone Program and shall notify the school head regarding the engagement.</li> </ol>
School	<ol style="list-style-type: none"> <li>1. If the school is invited to participate, the School Head, through the SSG teacher-adviser, shall ensure maximum participation of <b>all students from Grades 7 to 12</b> to participate in the said program.</li> <li>2. The ICT coordinator of the school shall provide technical support to the MYAs and to all students who wish to participate.</li> <li>3. MYA-related publication materials shall be shared to the social media sites of the school.</li> </ol>

For more information and other concerns, please contact Mr. Rovin James F. Canja, OIC-Chief of OASYASC-YFD, through telephone number 8637-98-14 or email at [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph) .

For immediate dissemination and compliance.