



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

MLA-2023- 206

TO : **GRACE MARIE L. CAMPOS**
School Principal, Tagbilaran City National High School
ROSENE D. OLAIVAR
EPS-II, Human Resource Development Section

FROM : **WILFREDA D. BONGALOS PhD CESO V**
Schools Division Superintendent

SUBJECT : **UPSCALING OF PSYCHOLOGICAL FIRST AID PROVIDERS (NON-TEACHING) WITH DIVISION STUDENT LEADERS PARTICIPATION**

DATE : December 13, 2023

1. This Office hereby notifies the conduct of Upscaling Activity to Psychological First Aid Providers (DRRM Teams) with the participation of the Presidents of the Division Federated Secondary Student Learner Government (DFSSLG) on December 20-23, 2023 (including travel time) at DepEd Ecotech Center, Sudlon, Lahug, Cebu City.
2. In view thereof, this Office would like to request the names listed below to attend the said activity.

Name of Participants	
Rosene D. Olaivar	EPS-II, HR
Claire Marie M. Hernando	President, Federated Secondary Student Learner Government (DFSSLG) of Tagbilaran City Schools Division

3. The first meal to be served will be the afternoon snacks on December 20, 2023, while last meal to be served will be breakfast on December 23, 2023. Compensatory Time Off (CTO) will be granted to those participants leaving on December 23, 2023.
4. Transportation and related expenses of the participants shall be chargeable to local funds while food, accommodation and supplies shall be charged to continuing funds (OPDNTP saving) Regional DPRP funds (later released) subject to the usual accounting and auditing rules and regulations.
5. For questions and clarifications, please contact Mr. Ranilo L. Edar on his mobile phone number: 09171566073.
6. Please read the attached communication for reference.
7. Immediate dissemination of, and compliance with, this Memorandum is desired.

WDB/EQA/SGOD/MCC/rdo



Address: H. Zamora St., Dampas, 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



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

12/11/2023

Office of the Regional Director

REGIONAL MEMORANDUM

11 DEC 2023

No. 938, s. 2023

UPSCALING OF PSYCHOLOGICAL FIRST AID PROVIDERS (NON-TEACHING) WITH DIVISION STUDENT LEADERS PARTICIPATION

To: Schools Division Superintendents
Region and Division DRRM Coordinators
All Others Concerned

1. The Department of Education Region 7 recognizes the crucial role of Psychological First Aid (PFA) providers in addressing not only after calamities but also in helping the rising mental health concerns in offices and schools. Emergencies and disasters, both natural and man-made, often leave lasting psychological impacts on individuals, especially to our learners, teaching, and non-teaching personnel. This Office also recognizes the role of the youth through the Secondary Student Learner Government (SSLG) in the implementation of PFA to support their peers. By expanding the pool of trained PFA providers, we aim to enhance the resilience of our school in the face of adversity.

2. In view thereof, this Office will conduct an upscaling activity to Psychological First Aid Providers (DRRM Teams) with the participation of the Presidents of the Division Federated Secondary Student Learner Government (DFSSLG) on December 20-23, 2023 (including travel time) at DepEd Ecotech Center, Sudlon, Lahug, Cebu City.

3. The participants of this activity are the following:

Office/Division	Participants		No. of Participants
	DRRM/Youth Formation Coordinator	DFSSLG President	
RO (PMT)			10
Bais City	1	1	2
Bayawan City	1	1	2
Bogo City	1	1	2
Bhol	1	1	2
Canlaon City	1	1	2
Carcar City	1	1	2
Cebu	1	1	2
Cebu City	1	1	2
City of Naga	1	1	2
Danao City	1	1	2
Dumaguete City	1	1	2
Guihulngan City	1	1	2
Lapu-lapu City	1	1	2



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Number: 639457623193 local 700

DepEd Tayo Region VII

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Mandaue City	1	1	2
Negros Oriental	1	1	2
Siquijor	1	1	2
Tagbilaran City	1	1	2
Talisay City	1	1	2
Tanjay City	1	1	2
Toledo City	1	1	2
Total	20	20	50

4. In the absence of the Division DRRM Coordinator due to the overlapping of commitments, the Division Youth Formation Coordinator is requested to attend on behalf of the DRRM Coordinator.
5. The coordinator whoever is available; either the DRRM Coordinator or the Youth Formation Coordinator; will serve as the student leader's chaperone during the entire travel and duration of the training.
6. The confirmation slip together with the signed Parental Consent and Waiver Form (attached to this memo) must be submitted on or before December 15, 2023, via email to ranilo.edar@deped.gov.ph. Failure to meet this deadline may result to the non-provision of food and accommodation.
7. The first meal to be served will be the afternoon snacks on December 20, 2023, while last meal to be served will be breakfast on December 23, 2023. Compensatory Time Off (CTO) will be granted to those participants leaving on December 23, 2023. Participants who need to leave before the end of the activity must provide a written justification signed by their respective Superintendent.
8. Transportation and related expenses of the participants shall be chargeable to local funds while food, accommodation and supplies shall be charged to continuing funds (OPDTP saving) Regional DPRP funds (later released) subject to the usual accounting and auditing rules and regulations.
9. For questions and clarifications, please contact Mr. Ranilo L. Edar through his mobile phone no. 09171566073.
10. Immediate and wide dissemination of this Memorandum to all concerned is desired.


SALUSTIANO T. JIMENEZ JD, EDD, CESO V
 Director IV
 Regional Director

Documentation

I confirm that I give full permission in any recording or picture taken of my child during the conduct of this event and to use some or all of my child's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for the ESSD and its program partners and to release this material to the official platforms of the Department.

Confidentiality

I am aware that any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Data Privacy Act of 2012. I am assured that the information about my child will not be shared outside of the implementation team. My child's name will not be used when data from this activity will be analyzed.

I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and to DepEd.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge any and all claims, causes of action, damages, and rights against the school/division/region and its personnel as well as officials and personnel of the Department of Education relative to the conduct of the activity.

With full understanding, I – on behalf of myself, my household members, and my child/ren – hereby freely and voluntarily give my consent to my child's participation in the activity on December 20-23, 2023. I also attest that I had sought the views of my child and he/she has expressed willingness to participate in the activity.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the Education Support Services Division (ESSD) through the email address at essd.sevna@deped.gov.ph.

<p>_____ Signature of Parent/Guardian over Printed Name</p>	<p>_____ Contact Details (Mobile Number)</p>
<p>_____ Name of Child</p>	<p>_____ Date</p>

** Please submit this form to your Division Youth Formation Coordinator (YFC) prior to the participation on the event.*

PARENTAL CONSENT AND WAIVER FORM

I, _____, as the parent or legal guardian of _____, hereby acknowledges that I have been informed of the details of the conduct of the **Upscaling of Psychological First Aid Providers with Division Student Leaders' Participation on December 20-23, 2023 (inclusive of travel time) at DepEd Ecotech Center, Cebu City.**

I understand that the Department of Education Central Visayas, through the Education Support Services Division (ESSD) shall implement the minimum public health standards set by the government to minimize the risk of the spread of COVID-19, but it cannot guarantee that my child may not be infected with COVID-19 given that it is highly contagious.

I understand that my child's in-person attendance in the event will include associating with teachers, fellow learners and school personnel, and other persons inside and outside of the school that may put my child at risk of COVID-19 transmission, notwithstanding the precautions undertaken by the implementing team.

Voluntary Participation

I acknowledge that my child's participation in this activity is completely voluntary. My child may decline to participate or withdraw from participation at any time for any reason. Declining or withdrawal of participation will not result in any penalty or loss of benefits or reduction of any basic right to which my child is entitled. While there remains the risk of possible COVID19 transmission to my child/ren, and to the members of my household, I freely assume the said risk and I permit my child/ren to attend this activity.

Exclusion (Limitations/Ineligibility)

I am aware that symptoms of COVID-19 include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, and diarrhea.

I confirm that my child currently has none of those symptoms, and is in good health. I will not allow my child to physically go to the event if my child or any member of my household develops any of the said symptoms or any other symptoms of illness that may or may not be related to COVID-19. I will also inform the school/division and not allow my child to attend the event if my child or any of my household members tests positive for COVID-19. My child/ren and I, with my household members, will follow the required health and safety protocols and procedures adopted by the school and our community.