



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

August 1, 2022


**DIVISION MEMORANDUM**

No. 296, s. 2022

**GENERAL ASSEMBLY AND ORIENTATION ON ROLES AND RESPONSIBILITY  
OF YES-O ADVISERS**

To: Assistant Schools Division Superintendent  
Chiefs of Division, CID and SGOD  
Public Schools District Supervisors  
Secondary School Heads  
All Others Concerned

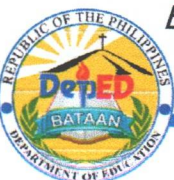
1. This Office announces the conduct of **General Assembly and Orientation on Roles and Responsibility of YES-O Advisers** on August 24, 2022 at SDO Conference Hall, Balanga City, Bataan.
2. This activity aims to:
  - a. Reorient YES-O Advisers to their duties and responsibilities;
  - b. To provide updates from the DepEd Central Office on Youth for Environment in Schools Organization (YES-O);
  - c. To develop innovative approach on the implementation of Calendar of Annual Proposed Activities (CAPA);
3. The participants to this activity are the YES-O Advisers (Note: One participant per school) and Division YES-O Officers serves as Technical Working Group.
4. Enclosed in this Memo is the Training Matrix.
5. Immediate dissemination of this memorandum is desired.

  
**ROLAND M. FRONDA, EdD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

SO16/MDN

Enclosure No.1 Training Matrix

*"We Mould Heroes"*



## General Assembly of YES–O Advisers Cum Orientation of their Roles and Responsibilities August 24, 2022

TIME	ACTIVITY	PERSON – IN CHARGE
7:00 – 8:00	Registration	<b>Maria Fe M. Ignacio &amp; Lilibeth P. Marzan</b> <i>Division Federated YES-O Secretary &amp; Treasurer</i>
8:00 – 10:00	<b>Opening Program</b> <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> <li>• Roll call</li> <li>• Energizer</li> <li>• Welcome Remarks</li> <li>• Inspirational Message</li> </ul>	<b>AVP</b> <b>Jennifer A. Sison</b> <i>Div. YES-O Peace Officer</i>  <b>Edmond B. Dela Cruz</b> <i>Div. YES-O P.I.O</i>  <b>Maria Fe M. Ignacio</b> <i>Div. YES-O Secretary</i>  <b>Hernando Almario</b> <i>Youth Formation Coordinator</i>  <b>Roland M. Fronda, EdD, CESO VI</b> <i>OIC-Schools Division Superintendent</i>  <b>William Roderick R. Fallorin</b> <i>Assistant Schools Division Superintendent</i>  <b>Ramon C. Perez</b> <i>SGOD Chief</i>
10:00 – 10:30	Health Break	
10:30 - 12:00	Revisiting YES-O Guidelines and Policy	<b>Maria Cecilia D. Flores</b> <i>Division YES-O Coordinator</i>
12:00 – 1:00	Lunch Break	

<b>TIME</b>	<b>ACTIVITY</b>	<b>PERSON – IN- CHARGE</b>
1:00 – 1:10	Energizer	<b>Lilibeth P. Marzan</b> <i>Div. YES-O Treasurer</i>
1:10 – 2:30	Guidelines of Making CAPA	<b>Deo Derro L. Ducot</b> <i>Div. YES-O Vice-President</i>
2:30 – 3:00	Health Break	
3:00 – 4:00	Updates on the Revision of Yes–O Programs	<b>Ma. Arvy A. Estaris</b> <i>Div. YES-O President</i>
4:00 – 4:15	Presentation of Division Yes–O Logo	<b>Franz Lorenz M. Fuentes</b> <i>Div. YES-O Auditor</i>
4:15 – 4:30	Question & Answer	Masters of Ceremony
4:30 – 5:00	<b>Closing Program</b> <ul style="list-style-type: none"> <li>• Awarding of Certificates of Participation</li> <li>• Closing Remarks</li> <li>• Photo Opp.</li> </ul>	<i>Masters of Ceremony</i>  <b>Mayer D. Nogot</b> <i>Youth Formation Coordinator</i>

**PAUL OLIVER M. RAMOS & ATHEA CAYENNE S. TOLENTINO**  
*Masters of Ceremony*