



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

MAR 11 2024

**DIVISION MEMORANDUM**

No. 104, s. 2024

**DIVISION ADVISERS ASSOCIATION OF SSLG AND SELG, DIVISION  
ADVISERS FEDERATION OF YES-O, AND DIVISION ADVISERS  
ASSOCIATION OF BKD ELECTIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public and Private Elementary and Secondary School Heads  
DAASS Officers  
DAFY Officers  
DABKDA Officers  
All Others Concerned

1. This Office announces the conduct of Division Advisers Association of SSLG and SELG, Division Advisers Federation of YES-O, and Division Association of BKD Advisers Elections from March 20-22, 2024, 8:00 AM to 5:00 PM, at Bulwagan ng mga Bayani at Banal, SDO Bataan, Kabukiran, Calaylayan, Abucay, Bataan.
2. This activity aims to establish representatives of the teacher-advisers at the division level in reinforcing the stability of the Learner Government Program (LGP), promoting good governance within the organization, and demonstrating leadership and management skills of the teacher-advisers in the Division of Bataan.
3. The participants of the election are Teacher-Advisers of SELG, SSLG, YES-O, and BKD Organization.
4. In observance of the said activity, it will follow these indicative schedules:

ACTIVITY	TIMETABLE	PARTICIPANTS
Division Association of BKD Advisers	March 20	All BKD Teacher Advisers
Division Advisers Federation of YES-O	March 21	All YES-O Teacher Advisers
Division Advisers Association of SSLG and SELG	March 22	All SELG and SSLG Teacher Advisers

5. The participants are advised to bring their snacks and lunch.



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6. Enclosed to this Memorandum are the following:  
*Enclosure 1: Indicative Program of DABKDA Elections*  
*Enclosure 2: Indicative Program of DAFY Elections*  
*Enclosure 3: Indicative Program of DAASS Elections*
7. This Memorandum shall serve as the Travel Authority of the participants.
8. For questions and concerns, you may contact **Mr. Rojomel M. Idquival**, PDO I – District I, through 0977-131-7599 and **Mr. Nico M. Mangaliman**, PDO I – District II, through 0948-513-0459 or e-mail at [depedbataan.youthinformationsection@deped.gov.ph](mailto:depedbataan.youthinformationsection@deped.gov.ph)
9. Immediate dissemination of this Memorandum is desired.

  
**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent 

Encl: as stated  
To be included in the Perpetual Index  
Under the following:  
ELECTIONS  
LEARNER  
ORGANIZATIONS  
TEACHERS

SO18/RMI  
March 8, 2024



Kabukiran, Calaylayan, Abucay 2114 Bataan  
[www.depedbataan.com](http://www.depedbataan.com) [bataan@deped.gov.ph](mailto:bataan@deped.gov.ph)  
[www.facebook.com/DepedBataan](https://www.facebook.com/DepedBataan)

*"We Mould Heroes"*



CSC PRIME-HRM BRONZE AWARD  
CSC Resolution No. 220109



PHILIPPINE QUALITY AWARD  
COMMITMENT TO  
QUALITY MANAGEMENT (LEVEL II)  
2022





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**Enclosure 1: Indicative Program of DABKDA Elections**

Time	Activity	In charge
7:30 AM - 8:00 AM	Arrival of Participants Attendance and Verification of Participants	
8:00 AM - 8:10 AM	Prayer National Anthem	Audio Visual Presentation
8:10 AM - 8:15 AM	Welcome Message	<b>RAMON C. PEREZ</b> SGOD Chief
8:15 AM - 8:45 AM	Messages	<b>ARMANDO C. CAPILI, EdD.</b> ASDS
8:45 AM - 9:00 AM	Roll Call	<b>ANALENE C. RAMOS</b> Teacher III Emilio C. Bernabe National High School
9:00 AM - 10:00 AM	Formulation of Minutes of the Meeting and Activity Completion Report	<b>ROSE ANN R. CASTILLO</b> Teacher I Luakan National High School – Main
10:00 AM - 10:15 AM	Health Break	
10:15 AM - 11:15 AM	Best Practices in School	<b>JACQUELINE R. ESCARMOSA</b> Mariveles National High School – Cabcabén
11:15 AM - 12:15 PM	Best Practices in School	<b>LAARNIE M. BARGAS, LPT, MAEd</b> Mariveles Senior High School – Sitio Mabuhay
12:15 PM - 1:00 PM	LUNCH BREAK	
1:00 PM - 2:00 PM	Synchronized Election Procedures in Schools	<b>MALOU R. LOYOLA</b> Teacher III Morong National High School – JHS
2:00 PM - 4:30 PM	Election Proper	



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4:30 PM - 4:45 PM	Oath Taking	<b>CAROLINA S. VIOLETA, EdD, CESO V</b> SDS
4:45 PM - 5:00 PM	Closing Remarks	<b>ROJOMEL M. IDQUIVAL</b> PDO I Learner Formation Coordinator



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**Enclosure 2: Indicative Program of DAFY Elections**

Time	Activity	In-Charge
7:30 AM - 8:00 AM	Arrival of Participants Attendance and Verification of Participants	
8:00 AM - 8:10 AM	Prayer National Anthem	Audio Visual Presentation
8:10 AM - 8:15 AM	Welcome Message	<b>RAMON C. PEREZ</b> SGOD Chief
8:15 AM - 8:45 AM	Messages	<b>ARMANDO C. CAPILI, EdD.</b> ASDS
8:45 AM - 9:00 AM	Roll Call	<b>ROXANNE JOY S. PAULE</b> Teacher I Morong National High School – JHS
9:00 AM - 10:00 AM	Formulation of Memorandum of Agreement (MOA)	<b>JERRY C. PERELLO</b> School Principal Mariveles National High School – Alasasin
10:00 AM - 10:15 AM	Health Break	
10:15 AM - 11:15 AM	Best Practices in School	<b>RICER B. SANTOYO</b> Master Teacher I Mariveles National High School – Cabcaben
11:15 AM - 12:15 PM	Best Practices in School	<b>ASHLEY DIANNE E. DASTAS</b> Teacher I Luakan National High School – Annex
12:15 PM – 1:00 PM	LUNCH BREAK	
1:00 PM - 2:00 PM	Synchronized Election Procedures in Schools	<b>ROJOMEL M. IDQUIVAL</b> PDO I SDO Bataan
2:00 PM - 4:30 PM	Election Proper	





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4:30 PM - 4:45 PM	Oath Taking	<b>CAROLINA S. VIOLETA, EdD, CESO V</b> SDS
4:45 PM - 5:00 PM	Closing Remarks	<b>NICO M. MANGALIMAN</b> PDO I Learner Formation Coordinator



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**Enclosure 3: Indicative Program of DAASS Elections**

Time	Activity	In charge
7:30 AM - 8:00 AM	Arrival of Participants Attendance and Verification of Participants	DAASS Officers
8:00 AM - 8:10 AM	Prayer National Anthem	Audio Visual Presentation
8:10 AM - 8:15 AM	Welcome Message	<b>RAMON C. PEREZ</b> SGOD Chief
8:15 AM – 8:45 AM	Messages	<b>ARMANDO C. CAPILI, EdD.</b> ASDS
8:45 AM - 9:00 AM	Roll Call	<b>ARGIE S. TUAZON</b> Teacher III DAASS Vice President Bangal Elementary School
9:00 AM - 10:00 AM	Synchronized Election Procedures in Schools	<b>MICHELLE B. CRUZ</b> Teacher II DAASS Secretary Orani National High School – Parang Parang
10:00 AM - 10:15 AM	Health Break	
10:15 AM - 11:15 AM	Best Practices in School	<b>NIÑO JEARONNIE L. LLAVORE</b> Teacher II Jose C. Payumo Jr. Memorial High School
11:15 AM - 12:15 PM	Best Practices in School	<b>JAYPEE N. CAIDO</b> Teacher II Bagac National High School – Parang
12:15 PM – 1:00 PM	LUNCH BREAK	
1:00 PM - 2:00 PM	DAASS Accomplishments	<b>YOLANDA P. LAGAZON</b> Teacher II



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		DAASS President Happy Valley Elementary School
2:00 PM - 4:30 PM	Election Proper	
4:30 PM - 4:45 PM	Oath Taking	<b>CAROLINA S. VIOLETA, EdD, CESO V</b> SDS
4:45 PM - 5:00 PM	Closing Remarks	<b>NICO M. MANGALIMAN</b> PDO I Learner Formation Coordinator