



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division
Superintendent

August 13, 2021

DIVISION MEMORANDUM
NO. 662 S, 2021

**ORIENTATION OF NEWLY-DESIGNATED DISTRICT YOUTH FORMATION COORDINATORS
(DYFCs) FOR SCHOOL YEAR 2021-2022**

**TO: Assistant Schools Division Superintendents
Division Chiefs, CID and SGOD
Public Schools District Supervisors/ Acting PSDSs
Secondary and Elementary School Principals
All Others Concerned**

1. The Schools Division Office of Bohol, Youth Formation Section in its aims to strengthen the effective implementation of the mandated programs, projects and activities of Youth Formation from the central office down to schools, provide technical assistance and tackle issues and concerns on its implementation, will conduct a one-day orientation to the newly-designated District Youth Formation Coordinators (DYFCs), on August 27, 2021 at Reynas Haven and Garden, New Calceta Street, Cogon, Tagbilaran City.
2. To better facilitate the attendance of the newly-designated DYFCs, it is requested that the Schools District Supervisor will send one (1) DYFC either it is come from the elementary or from the secondary to represent their respective district.
3. Since August 27, 2021 is still part of their vacation, designated DYFCs / teacher-participants to this orientation, will be entitled to a service credits. This may be used for leave purposes valid for one year.
4. A registration fee of Eight Hundred Pesos (P800.00) per participants to cover meals and snacks will be charged to Youth Formation Division support fund and travel expenses are chargeable against the school MOOE subject to the usual accounting and auditing rules and regulation.
5. Identified member of the Technical Working Group (TWG) of the YFD are requested to be present a day before for the pre-planning activity.
6. Everybody involved in the conduct/participation, shall strictly observe and adhere to the health and safety protocols as per DOH and IATF guidelines most specially on the observance of physical distancing, temperature check, frequent hand sanitization, wearing of facemask and face shield.
7. This memorandum serves as your Travel Order.
8. Immediate and wide dissemination of this Memorandum is desired.



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