



OUAD00-0221-0217
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Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

DEPARTMENT OF EDUCATION
REGION VIII, EASTERN VISAYAS
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OUA MEMO 00-0221-0217
MEMORANDUM
22 February 2021

For: **REGIONAL DIRECTORS**
(Regions V, VIII, IX, and NCR)
SCHOOLS DIVISION SUPERINTENDENTS
(Schools Division Offices of Albay, Western Samar, Dipolog
City, and Valenzuela City)

Subject: **DELINEATION OF ROLES AND SELECTION OF
PARTICIPANTS FOR THE ONLINE FOCUS GROUP
DISCUSSION ON "CHANGE THE CURRENT 2021"**

Following the coordination meeting on 22 February 2021 per Office of the Undersecretary for Administration (OUA) Memorandum No. 00-0221-0164, the Disaster Risk Reduction and Management Service (DRRMS) and Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD) provide the **delineation of coordinators' roles** for *Change the Current 2021: A Climate Action Online Training for Adolescents* (Annex A).

To further enhance the development of training design, the DRRMS in partnership with Save Philippine Seas will conduct an **Online Focus Group Discussion (FGD) for Teacher-Advisers** on 9 March 2021 at 2:00 p.m., and **Students** on 13 March 2021 at 10:00 a.m.

In this regard, the OUA is requesting the assistance of concerned offices in **selecting participants who will attend the said event** (two students and two teacher-advisers per division). Kindly refer to the attached **selection criteria** for guidance (Annex B).

The concerned offices may endorse the list of attendees not later than **4 March 2021**. Participants may register to the activity via <http://bit.ly/CTCFGD> on or before **5 March 2021**. The meeting link will be provided after the registration.

The criteria for selecting the participants of the actual training shall be provided through another memorandum.



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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For queries and concerns on the above-mentioned subject, please contact Ms. Zherluck Shaen Rodriguez of DRRMS through 0995 792 7555 or email at zherluck.rodriiguez@deped.gov.ph . Likewise, you may contact Ms. Gina Rullamas of BLSS-YFD through 0948 336 4979 or email at gina.rullamas@deped.gov.ph .

For immediate and appropriate action.



ALAIN DEL B. PASCUA
Undersecretary



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Annex A

Delineation of the Roles of DRRMS and YFD Coordinators

Coordinator	Regional	Division
DRRM	<ul style="list-style-type: none"> • Coordinate with region and division for attendance of officials in key activities like project pitching • Coordinate and endorse the promotion of human interest stories, press releases, and public activities • Provide insights (highlights and recommendations) to improve the online training 	<ul style="list-style-type: none"> • Finalize and endorse the list of teachers, students, and schools to the SDS with YFD Coordinators • Consolidate and provide status updates on the implementation of projects of the learners • Assist in the promotion of human interest stories, press releases, and public activities • Provide insights (highlights and recommendations) to improve the online training
YFD	<ul style="list-style-type: none"> • Assist the Division DRMM Coordinator • Provide insights (highlights and recommendations) to improve the online training 	<ul style="list-style-type: none"> • Select teachers, students, and schools that will participate in the focus group discussion and actual training (Batch 1-2) • Finalize the list with DRRM Coordinators • Ensure that teachers and students attend the activities • Coordinate submission of status updates on the implementation of projects of the learners • Provide insights (highlights and recommendations) to improve the online training



Annex B

SELECTION CRITERIA FOR THE ONLINE FOCUS GROUP DISCUSSION

Division	FGD for Teachers 9 March 2021, 2:00 p.m.					FGD for Students 13 March 2021, 10:00 a.m.		
	No. of Earth Science Teachers who have been in the profession for less than 5 years	No. of Earth Science Teachers who have been in the profession for more than 5 years	No. of Social Science Teachers who have been in the profession for less than 5 years	No. of Social Science Teachers who have been in the profession for more than 5 years	Total No. of Teachers	No. of Students who are 10-14 years old	No. of Students who are 15-19 years old	Total No. of Students
Valenzuela City	1			1	2	1	1	2
Albay	1			1	2	1	1	2
Western Samar		1	1		2	1	1	2
Dipolog City		1	1		2	1	1	2
TOTAL	2	2	2	2	8	4	4	8

Important Notes:

1. All participating teachers must be an adviser of any student-led organization such as SSG/SPG, GSP/BSP, YES-O or other relevant school-based organizations.
2. All participating student-learners must be active in student organizations within the past year but has limited knowledge/engagement in climate change adaptation and mitigation.



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Republic of the Philippines
Department of Education

CONSENT, WAIVER, INDEMNITY and RELEASE

**Change the Current: A Climate Action Online Training for Adolescents
Focus Group Discussion for Teachers**

The Focus Group Discussion (FGD) for Teachers aims to deepen the understanding on climate change education, adolescent engagement, and training expectations. The results of the FGD will be used to enhance the training design and modules being developed for *Change the Current: A Climate Action Online Training for Adolescents*.

For questions or clarifications, please contact Ms. Zherluck Shaen Rodriguez of DepEd DRRMS through 0995 792 7555 or email at zherluck.rodriguez@deped.gov.ph. Likewise, you may contact Ms. Gina Rullamas of BLSS-YFD through 0948 336 4979 or email at gina.rullamas@deped.gov.ph.

I agree to participate in the following activity:

Production name/ Project title: **ONLINE FOCUS GROUP DISCUSSION**

Location/Online Platform: **Google Meet/Zoom**

Date and Time: **9 March 2021, 2:00 to 4:00 p.m.**

I agree to give permission to the **Department of Education (DepEd)** and its representatives to make recordings of my voice and to take photographs and/or videos in which I appear in, to be used for the communications and various public campaigns of the Department be it in print, broadcast, and/or electronic media, at the event and location stated above.

I have read and understood my role in the Focus Group Discussion.

I expect to assume roles that are fit to my interests and capacity; and I understand that I have the right to withdraw my commitment to the activity, especially if I feel uncomfortable being involved in it.

I know that my answers to the Focus Group Discussion will not be used against me nor affect my relationship with the DepEd, particularly my school, and its partners.

I understand and support the purpose of the project/activity and the part I will be involved in. I believe that my involvement in this activity will be beneficial to children and will help develop my knowledge and skills.

I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

I acknowledge that I am signing this consent freely and voluntarily.

Name _____

Signature _____ Age _____

Subject/s Being Taught _____ Grade/s Being Taught _____

Student Organization Being Advised _____



Republic of the Philippines
Department of Education

CONSENT, WAIVER, INDEMNITY and RELEASE

**Change the Current: A Climate Action Online Training for Adolescents
Focus Group Discussion for Students**

The Focus Group Discussion (FGD) for Students aims to deepen the understanding on climate change education, adolescent engagement, and training expectations. The results of the FGD will be used to enhance the training design and modules being developed for *Change the Current: A Climate Action Online Training for Adolescents*.

For questions or clarifications, please contact Ms. Zherluck Shaen Rodriguez of DepEd DRRMS through 0995 792 7555 or email at zherluck.rodriiguez@deped.gov.ph. Likewise, you may contact Ms. Gina Rullamas of BLSS-YFD through 0948 336 4979 or email at gina.rullamas@deped.gov.ph.

PART A: TO BE COMPLETED BY THE LEARNER

I agree to participate in the following activity:

Production name/Project title: **ONLINE FOCUS GROUP DISCUSSION**

Location/Online Platform: **Google Meet/Zoom**

Date and Time: **13 March 2021, 10:00 a.m. to 12:00 nn**

I agree to give permission to the **Department of Education (DepEd)** and its representatives to make recordings of my voice and take photographs and/or videos in which I appear in, to be used for the communications and various public campaigns of the Department be it in print, broadcast, and/or electronic media, at the event and location stated above.

I have read and understood my role in the Focus Group Discussion. For things I don't understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

I expect to assume roles that are fit to my interests and capacity; and I understand that I have the right to withdraw my commitment to the activity, especially if I feel uncomfortable being involved in it.

I know that my answers to the Focus Group Discussion will not be used against me nor affect my relationship with the DepEd, particularly my school, and its partners.

I understand and support the purpose of the project/activity and the part I will be involved in. I believe that my involvement in this activity will be beneficial to other children and will help develop my knowledge and skills.

I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

I acknowledge that I am signing this consent freely and voluntarily.

Name _____

Signature _____ Age _____

Organization _____ Position _____

PART B: TO BE COMPLETED BY THE PARENT/GUARDIAN

As the parent/guardian of _____, I hereby allow him/her to participate in the following activity:

Production name/Project title: **ONLINE FOCUS GROUP DISCUSSION**

Location/Online Platform: **Google Meet/Zoom**

Date and Time: **13 March 2021, 10:00 a.m. to 12:00 nn**

As the parent/guardian, I understand my roles and responsibility to explain what this consent form is about to the child and ensure that his/her privacy and identity rights are protected and acknowledged accordingly.

I acknowledge that the DepEd will own all rights to his/her images and recordings made during the said activity. DepEd and its representatives will have the right to use, display, exhibit, reproduce, distribute, and create derivative works from these images and recordings in any media now known or later developed.

As the parent/guardian, I hereby waive any right to inspect or approve the use of the images or recordings or of any written derivatives. I further waive all moral rights. I also waive any right to royalties or other compensation arising from or related to the use of the materials. As the parent/guardian, I hereby release, defend, indemnify, and hold harmless the DepEd and its representatives from and against any claims, damages, or liability arising from or related to the use of the images, recordings, or materials, including but not limited to claims of defamation, invasion of privacy, or rights of publicity or copyright infringement, or any misuse, distortion, blurring, alteration, optical illusion or use in composite form that may occur or be produced in taking, processing, reduction or production of the finished product, its publication or distribution.

I, (Name of Parent/Guardian) _____, have legal authority to enter into this contract. I have read this document before signing below, and I fully understand the contents, meaning and impact of this consent, waiver, indemnity and release.

This consent, waiver, indemnity and release is binding on me, my heirs, executors, administrators and assigns.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Address: _____

Home phone: _____ Mobile phone: _____