



Republic of the Philippines  
**Department of Education**  
Region III  
**SCHOOLS DIVISION OF BULACAN**

July 21, 2021

TO: MR. REYNALDO S. CRISTOBAL  
Principal IV  
Fortunato F. Halili National Agricultural HS  
(Through the District Supervisor)

Attached for information and appropriate action is the Office of the Undersecretary for Administration (OUA) Memo 00-0721-0144 and letter of Advisory superseding the above mentioned OUA Memo entitled "Roles and Responsibilities, Timeline, and Participants Selection for "Kalikhasan! Likas at LAKas ng Kabataan para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students.

Attention is invited to the attached OUA Memo for the timeline of training, criteria in selecting participants and consent form. The designated advisers shall monitor the registration of the participants and give update to this division on or before July 26, 2021.

For queries and clarifications, you may contact Mr. Pedro G. Lacap, through cellphone number 09332411988.

For information and guidance.

Very truly yours,

**ZENIA G. MOSTOLES, Ed.D, CESO V**  
Schools Division Superintendent

**DIVISION LETTER**  
NO 052, S.2021



Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan  
website: <https://bulacandeped.com> email: [bulacan@deped.gov.ph](mailto:bulacan@deped.gov.ph)





REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
**DISASTER RISK REDUCTION AND MANAGEMENT SERVICE**  
Rm206MABINI BLDG., DEPED COMPLEX, MERALCO AVENUE, PASIG CITY  
Tel. Nos. +632-635-3764; +632-637-4933  
Mobile Nos. +63908-2630382; +63915-5153138  
Email address: drrmo@deped.gov.ph

DepEd - SDO of Bulacan  
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## ADVISORY

In reference to Office of the Undersecretary for Administration (OUA) Memo 00-0721-0144 titled "**Roles And Responsibilities, Timeline, and Participant Selection for 'Kalikhasan! Likas at Lakas Ng Kabataan para sa Kalikasan: Theater Production and Climate Action Online Training For High School Students,'**" the Disaster Risk Reduction and Management Service (DRRMS) would like to clarify the selection details for the participants of the pilot-training from 5 August to 30 November 2021.

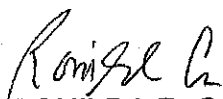
Each division shall choose **one (1) school, three (3) advisers, and ten (10) learners.** The advisers and learners shall come from the same school. The basis of selection can be found at Annex C of the said memo.

Further, DRRMS would like to move the deadline of participants' registration from **23 July 2021 to 26 July 2021.** The chosen participants (advisers and learners) are requested to register at [bit.ly/KaLiKHAsanParticipants](http://bit.ly/KaLiKHAsanParticipants). The Divisions are also requested to transmit an endorsement letter for the selected participants.

We apologize for the misunderstanding and we are grateful for your generous support.

Thank you very much.

Sincerely,

  
RONILDA R. CO  
Director IV  
DRRMS

SDO of Bulacan  
**RECEIVED**  
JUL 21 2021  
By: [Signature]



OUA00-0721-0144  
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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0721-0144**

**MEMORANDUM**

15 July 2021

**For: Regional Directors**  
(Regions III, VI, and XII)

**Schools Division Superintendents**  
(Schools Divisions of Bulacan, Koronadal City, and Roxas City)

**Regional and Division DRRM Coordinators**

**Subject: ROLES AND RESPONSIBILITIES, TIMELINE, AND PARTICIPANT SELECTION FOR "KALIKHASAN! LIKAS AT LAKAS NG KABATAAN PARA SA KALIKASAN: THEATER PRODUCTION AND CLIMATE ACTION ONLINE TRAINING FOR HIGH SCHOOL STUDENTS"**

In line with the coordination meeting on 09 July 2021 per Office of the Undersecretary for Administration (OUA) Memorandum No. 00-0721-0034, the Disaster Risk Reduction and Management Service (DRRMS) issues the **roles and responsibilities** of DRRM Coordinators and **timeline** for *KaLIKHASan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students* (Annex A).

In this regard, the OUA would like request the **selection of participants for the said training** (three teacher-advisers and 15 students, one school per division). Kindly refer to the attached **selection criteria** for guidance (Annex A). The concerned offices may endorse the list of participants **not later than 23 July 2021**. Further, all participants are enjoined to fill up the registration form and submit the consent forms (Annexes B and C) via [bit.ly/KaLIKHASanParticipants](https://bit.ly/KaLIKHASanParticipants) **not later than 23 July 2021**.

For more information, queries and concerns on the abovementioned subject, please contact Ms. Zherluck Shaen Rodriguez of the DRRMS, through 0995 792 7555 or email at [zherluck.rodriquez@deped.gov.ph](mailto:zherluck.rodriquez@deped.gov.ph).

For immediate and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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**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)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayoy

**CONSENT:**

As an accompanying teacher, I understand and agree to the following:

- **Photographic and Video Release.** I grant and convey to Department of Education (DepEd), Komunidad X (KX), and Save the Children (SCP) rights, titles, and interests in any and all photographic images, videos or audio recordings which will be shared during the training including, but not limited to, the right to use, reproduce, exhibit/display, distribute and create derivative works of these images and recordings in any media now known or later developed. I understand that the photos and videos may be used for promotional materials and presentations. I agree that all such documents, portraits, pictures, photographs, video and audio recordings and any reproductions thereof shall remain the property of DepEd DRRMS unless otherwise noted.
- **Participation.** I volunteer, because I understand and support the purpose and objectives of the activity. I believe that my involvement in this activity will be beneficial to the students and will help develop their knowledge and skills.
- **Commitment.** I expect to assume roles that fit my interests and capacity, specifically those identified in the terms of reference. I understand that I have the right to withdraw my commitment to the activity, especially if I feel uncomfortable being involved in it.
- **Responsibility.** I promise to observe due diligence in monitoring the safety and participation of students. I also verify that the respective parent or legal guardian of the students agree to the terms stated in this form.
- **Termination.** I understand that if I don't fulfill the expectations listed here, I will be removed from the program and may affect my chances of participating in another KX, SCP, and DepEd DRRMS program.
- **Research.** I understand that my outputs will be used to test the efficacy of the training design and provide feedback for the revision of the current modules, development of future modules, and other programs;
- **Safety.** I expect and know that DepEd, KX, and SCP will, at all times, observe the Child Safeguarding Policy to ensure the students' safety and well-being while taking part in the activity. However, I understand that participation in the activity carries with it certain risks that are beyond the control of the organization. Should anything harmful happen to them, I understand that I can report to Ms. Zherluck Shaen Rodrihguez of DepEd DRRMS, someone that I trust to take immediate action regarding my report.
- **Voluntary.** I acknowledge that I am signing this consent freely and voluntarily.

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Signature over Printed Name of Teacher and Date

Noted by:

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Signature over Printed Name of Principal and Date

## Annex A

### **KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students**

#### **A. Roles and Responsibilities of DRRM Coordinators**

1. select the teachers, students, and schools who will participate in the online training for approval of the Schools Division Superintendent (SDS);
2. ensure that teachers and students attend the activities;
3. coordinate with region and division for attendance of officials in key activities like the Online Climate Action Advocacy Show;
4. assist in the promotion of human interest stories, press releases, and public activities; and
5. provide insights (highlights and recommendations) to improve the online training.

#### **B. Training Timeline**

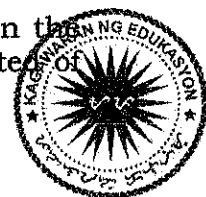
Date	Output/Activity
05 – 06 August 2021	Advisers' Orientation and Workshop
09 – 14 August 2021	CCAM Training by Change the Current Module
16 August – 16 October 2021	<i>Paglikha at Paglabas</i> Sessions
23 October – 13 November 2021	Rehearsals
15 – 18 November 2021	Technical Rehearsal
20 November 2021	Presentation during the 5th National Climate Change Conference
27 November 2021	<i>Pagpapalalim</i> Session for Learners (Post-activity processing)
30 November 2021	<i>Pagpapalalim</i> Session for Advisers (Post-activity processing)

#### **C. Selection Criteria Per School**

Schools Division Office	Junior High School Learners	Teacher-Advisers
Bulacan	10	3
Roxas City	10	3
Koronadal City	10	3
<b>Total</b>	<b>30</b>	<b>9</b>

#### **Important Notes:**

1. All participants are requested to submit the consent form (Annexes B and C) by filling out the registration form at [bit.ly/KaLIKHAsanParticipants](https://bit.ly/KaLIKHAsanParticipants).
2. All participants must have access to stable internet connection.
3. The teacher-adviser must have experience leading or facilitating theater shows. Special Program for the Arts (SPA) and Non-SPA Advisers are welcome.
4. Each learner and teacher must be able to agree to the terms itemized in the consent and confirmation form. Thus, they need to fulfill the role expected of them.





Republic of the Philippines  
**Department of Education**

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**Annex B**

**CONFIRMATION AND CONSENT FORM**

**KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students**

*KaLIKHAsan!* Online Training aims to: (i) empower and encourage teachers to elevate the voices and visions of the Filipino learners in their communities, (ii) provide a platform for learners to engage education stakeholders in climate action, and (iii) increase awareness on climate change and action in the education sector.

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](mailto:zherluck.rodriguez@deped.gov.ph).

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**PART A: TO BE COMPLETED BY THE LEARNER**

I agree to participate in the following activity:

- **Project title:** KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students
- **Location/Online Platform:** DepEd LMS/Zoom
- **Date and Time:** 05 August – 30 November 2021
- **Synchronous Sessions:** 2 hours on 14 and 28 August, 04, 11, 18, and 25 September, 02, 9, 16, 23, 30 October, and 06, 13, 20, 27, 2021 November
- **Asynchronous Sessions:** 2-3 hours/week

**TERMS OF REFERENCE**

As a participant to the training, I understand and agree that I will

1. complete all weekly asynchronous activities and training requirements, and attend the synchronous sessions every Saturday starting 16 August until 27 November 2021;
2. share my input and experience about climate change to the facilitators and the group;
3. participate in the rehearsal for the theater production;
4. to my best effort, guarantee that I will have a stable internet connection on synchronous sessions; and
5. participate in any post-training activities including, but not limited to, surveys, focus group discussions, and peer mentoring, subject to my availability.

**CONSENT:**

**As a participating learner, I understand and agree to the following:**

- **Publishing.** I grant the Department of Education (DepEd), Komunidad X (KX), and Save the Children Philippines (SCP) to publish my output on their social media platforms.
- **Promotions.** I grant and convey to DepEd, KX, and SCP to include my name and photo in any promotional materials regarding *KaLiKHA*san! Online Training.
- **Photographic Release.** I grant and convey to DepEd DRRMS, KX, and SCP rights, titles, and interests in any and all photographic images, videos or audio recordings which will be shared during training including, but not limited to, the right to use, reproduce, exhibit/display, distribute and create derivative works of these images and recordings in any media now known or later developed. I understand that the photos and videos may be used for promotional materials. I agree that all such documents, portraits, pictures, photographs, video and audio recordings and any reproductions thereof shall remain the property of DepEd DRRMS unless otherwise noted.
- **Participation.** I volunteer, because I understand and support the purpose and objectives of the activity. I believe that my involvement in this activity will be beneficial to other children and will help develop my knowledge and skills.
- **Commitment.** I expect to assume roles that fit my interests and capacity, specifically those identified in the terms of reference. I understand that I have the right to withdraw my commitment to the activity, especially if I feel uncomfortable being involved in it.
- **Termination.** I understand that if I don't fulfill the expectations listed here, I will be removed from the program and may affect my chances of participating in another KX, SCP, and DepEd DRRMS program.
- **Research.** I understand that my outputs will be used to test the efficacy of the training design and provide feedback for the revision of the current modules, development of future modules, and other programs.
- **Safety.** I expect and know that DepEd DRRMS, KX, and SCP will, at all times, observe the Child Safeguarding Policy to ensure my safety and well-being while taking part in the activity. However, I understand that participation in the activity carries with it certain risks that are beyond the control of the organization. Should anything harmful happen to me, I understand that I can report to Ms. Zherluck Shaen Rodriguez of DepEd DRRMS or (name of teacher) of (name of school), someone that I trust to take immediate action regarding my report.
- **Information.** I have read and understood the accompanying letter and information leaflet. For things I don't understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.
- **Voluntary.** I acknowledge that I am signing this consent freely and voluntarily.

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Signature over Printed Name of Learner and Date

Validated By:

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Signature over Printed Name of Teacher and Date

**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:

- **Project title:** KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students
- **Location/Online Platform:** DepEd LMS/Zoom
- **Date and Time:** 05 August – 30 November 2021
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- **Asynchronous Sessions:** 2-3 hours/week

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: \_\_\_\_\_

Validated By:

\_\_\_\_\_  
Signature over Printed Name of Teacher and Date





Republic of the Philippines

## Department of Education

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### Annex C

#### CONFIRMATION AND CONSENT FORM

##### **KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students**

*KaLIKHAsan!* Online Training aims to: (i) empower and encourage teachers to elevate the voices and visions of the Filipino learners in their communities, (ii) provide a platform for learners to engage education stakeholders in climate action, and (iii) increase awareness on climate change and action in the education sector.

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](mailto:zherluck.rodriguez@deped.gov.ph).

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I agree to participate in the following activity:

- **Project title:** KaLIKHAsan! Likas at Lakas ng Kabataan Para sa Kalikasan: Theater Production and Climate Action Online Training for High School Students
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- **Asynchronous Sessions:** 2-3 hours/week

#### TERMS OF REFERENCE

As a participant to the training, I understand and agree that I will

1. complete all weekly asynchronous activities and training requirements, and attend the synchronous sessions every Saturday starting 09 August until 25 September 2021;
2. attend the teachers' orientation on 05-06 August 2021;
3. attend pre-synchronous and post-synchronous briefing for teachers;
4. support the learners as they learn the concepts of climate change adaptation and mitigation and theater production;
5. assist the learners in navigating the virtual classroom and guide the learners in accomplishing the weekly outputs and the theater performance;
6. to my best effort, guarantee that I will have a stable internet connection on synchronous sessions; and
7. participate in any post-training activities including, but not limited to, surveys, focus group discussions, community of practice, and peer mentoring, subject to my availability.