



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

June 24, 2025

DIVISION MEMORANDUM
No. 306 s. 2025

**DEPARTMENT OF EDUCATION SCHOOLS DIVISION OF BULACAN'S
PARTICIPATION TO THE 2025 BULACAN BOY/GIRL OFFICIALS**

- To: Assistant Schools Division Superintendents
Chief Education Program Supervisors of CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
Division Youth Formation Coordinators
Supreme Secondary Learner Governments Advisers
All Others Concerned
1. The Provincial Government of Bulacan will conduct the 2025 Bulacan Boy/Girl Officials Program on August 8-14, 2024. During the said period, the selected Boy/Girl Officials will assume the positions of officials and head of offices which they represent in the provincial. City, municipal and barangay levels in the Province of Bulacan. This program is an integral part of the annual celebration of "Linggo ng Kabataan" which aims to provide the youth a meaningful understanding of the democratic process and local governance as mandated by Republic Act No. 10742 or the SK Reform Act of 2015.
 2. The objectives of this program are the following:
 - a. To provide the youth insights on what the government can do for them and what they can do for their government;
 - b. To provide them an opportunity to project their roles to the community where they live; and
 - c. To develop awareness of their future roles as responsible citizens and leaders.
 3. The participants in this program are *Bulakenyo* youth ages 13 to 17 whether in-school or community youth. On the part of the Department of Education Schools Division of Bulacan, public secondary school heads are advised to coordinate with their respective barangay and municipal Local Youth Development Offices regarding the registration and selection processes.
 4. Public secondary school heads are also enjoined to assist the learner-participants in preparing and securing their parental consent forms and letters



Address: Provincial Capitol Compound, Brgy. Guinhawa,
City of Malolos, Bulacan
Website: <https://bulacandeped.com>
Email: bulacan@depd.gov.ph



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for official attendance. Please see the attached Bulacan Provincial Memorandum DRF-05052025-259 for complete information regarding the said program.

5. For inquiries and clarifications, please contact the Division Youth Formation Coordinators through email at **bulacan.sgodyfp@deped.gov.ph**.
6. Immediate and widest dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent



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REPUBLIC OF THE PHILIPPINES
PROVINCIAL GOVERNMENT OF BULACAN
CITY OF MALolos



DepEd - 300 of Bulacan
RECEIVED
JUN 24 2025
BY: *[Signature]*

TANGGAPAN NG PUNONG LALAWIGAN

05 Mayo 2025

MEMORANDUM: DRF-05052025-291

PARA SA: LAHAT NG KAGAWAD NG SANGGUNIANG PANLALAWIGAN
LAHAT NG PUNONG LUNGSOD/ BAYAN
LAHAT NG KAGAWAD NG SANGGUNIANG PANLUNGSOD/ BAYAN
LAHAT NG PANGULO NG LIGA NG MGA BARANGAY
LAHAT NG PANGULO NG PEDERASYON NG SKs
LAHAT NG PUNO NG TANGGAPAN (NON-HEALTH)
LAHAT NG LOCAL YOUTH DEVELOPMENT OFFICERS (LYDOs)
KAGAWARAN NG EDUKASYON (DEPED)
KAGAWARAN NG INTERYOR AT PAMAHALAANG LOKAL (DILG)
COMMISSION ON ELECTIONS (COMELEC)
MGA TANGGAPANG NASYONAL
Lalawigan ng Bulacan

PAKSA: PAGSASAGAWA NG BOY/GIRL OFFICIALS 2025

Alinsunod sa itinatakda ng *Republic Act No. 10742 o "SK Reform Act of 2015"*, kaalinsabay ng pagdiriwang ng taunang "Linggo ng Kabataan" tuwing buwan ng Agosto ay isasagawa rin ang paghahalal at pagtatalaga ng mga **"BOY/GIRL OFFICIALS"** upang bigyan ng pagkakataon ang ating mga kabataang maranasan at maunawaan ang paraan ng pagpapatakbo ng ating pamahalaan.

Tungo rito, hinihikayat na ang programang *Boy/Girl Officials* ay maisagawa sa lahat ng mga Pamahalaang Panlungsod at Bayan ngayon taong 2025 sa pakikipag-uganayan sa *DILG* at *DepEd*. Inaasahan na ang *registration activities* para sa *barangay level* ay masimulan sa Hunyo 9, 2025 at sa *municipal level* naman ay sa Hulyo 18, 2025. Ang mga maihahalal na *Boy/Girl Officials* ay inaasahang mai-deploy sa kanilang mga tungkulin sa Agosto 11, 2025 kaalinsabay ng pagdiriwang ng Linggo ng Kabataan.

Ang programang *Boy/Girl Officials* ay pangangasiwaan ng Pamahalaang Panlalawigan ng Bulacan sa pamamagitan ng Panlalawigang Tanggapan ng Pagpapaunlad ng Kabataan at Isports o *PYSDO*.

Kalakip nito ang *Guidelines for Implementation of Boy/Girl Officials* at para sa mga paglilinaw ukol dito, maaaring makipag-ugnayan sa *PYSDO* sa pamamagitan ni **G. Israel P. Matic, Division Chief - Youth Division**, via email bulacanyouth.pgb@gmail.com o mobile number 0915-525-6068.

Para sa inyong kaalaman at patnubay.

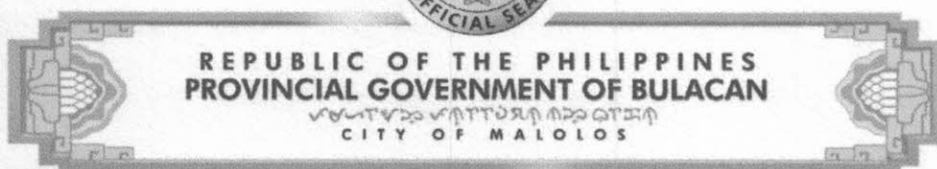
DANIEL R. FERNANDO
Punong Lalawigan

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"Sipag at Tapat na Naglilingkod sa Inyo."





PANLALAWIGANG TANGGAPAN SA PAGPAPAUNLAD NG KABATAAN AT ISPORTS

GUIDELINES FOR THE CONDUCT OF BOY/GIRL OFFICIAL CY 2025

1. BACKGROUND:

In accordance with Chapter VI of Republic Act No. 10742 or "SK Reform Act of 2015", every barangay, municipality, city and province shall conduct an annual activity to be known as the "*Linggo ng Kabataan*" on the week where the 12th of August falls to coincide with the International Youth Day. The Sangguniang Kabataan, in the case of barangay, and the respective LYDC in cooperation with the *Pederasyon ng mga Sangguniang Kabataan*, in the case of municipality, city and province, shall take the lead in this observance".

Further, under Rule VI, Section 33 of its Implementing Rules and Regulations, the observance of the "*Linggo ng Kabataan*" shall include the election of counterparts of all local elective and appointive officials, as well as heads of national offices or agencies stationed or assigned in the territorial jurisdiction of the local government unit, among in-school and community youth residing in the local government concerned from ages thirteen (13) to seventeen (17). During the said week, they shall hold office as Boy/ Girl Official and perform the functions and duties.

OBJECTIVES:

1. To provide the youth insights on what the government can do for them and what they can do for their government.
2. To provide them an opportunity to project their roles to the community where they live.
3. To develop awareness of their future roles as responsible citizens and leaders.

TARGET PARTICIPANTS:

The participants for the program are *Bulakenyo* youth ages 13 to 17 whether in-school or community youth.

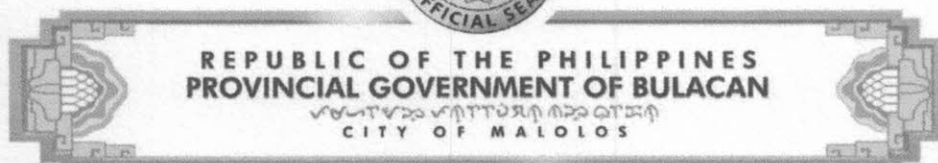
PLAN OF ACTION:

During the period of August 8-14, 2025, the selected BOY/GIRL OFFICIALS will assume the positions of officials and head of offices which they represent in the provincial, city, municipal and barangay levels in the province of Bulacan.

2. REGISTRATION PROCESS:

The registration for the participating youth will start on June 9, 2025, 9:00 AM to 4:00 PM to be facilitated by the Barangay Chairman, Sangguniang Kabataan Chairman (Ex-Officio Barangay Member and Chairman of the Committee on Youth and Sports) and the Secretary of the Sangguniang Barangay. They shall also designate a public area within the barangay for the conduct of the registration.





PANLALAWIGANG TANGGAPAN SA PAGPAPAUNLAD NG KABATAAN AT ISPORTS

3. SELECTION PROCESS:

3.1 BARANGAY LEVEL - All registered youth shall be convened to an assembly on July 5, 2025 (Saturday) 1:00 PM at a designated place by the Barangay Chairman, in coordination with the barangay officials and DepEd Principals/Head Teachers. They shall elect among themselves the following Boy/Girl Officials:

Barangay Chairman (1)	Barangay Secretary (1)
Barangay Councilman (7)	Barangay Treasurer (1)
Barangay Tanod Chief (1)	Sangguniang Kabataan (SK) Chairman (1)

Before electing the Barangay Chairman, they shall elect first one (1) barangay representative for the municipal level elections. In case the number of barangay representatives are not sufficient to fill the positions of the city/municipal officials, two (2) or three (3) barangay representatives may be selected.

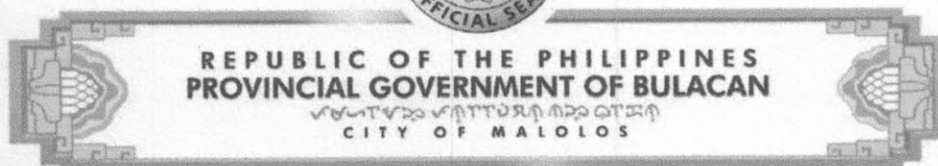
3.2 MUNICIPAL LEVEL - Elected Boy/Girl Barangay representatives shall be convened to an assembly on July 18, 2025 (Friday) at 9:00 AM to 11:00 AM at the City/Municipal Session Hall to elect among themselves the following Boy/Girl Officials:

City/Mun Mayor (1)	Vice-Mayor (1)
SP or SB Member (City 10, Mun 8)	LNB President (1)
SK President (1)	City/Municipal Budget Officer (1)
City/Municipal Administrator (1)	City/Municipal Treasurer (1)
City/Municipal Auditor (1)	City/Municipal Assessor (1)
City/Municipal Engineer (1)	City/Municipal Planning and Dev't Officer (1)
City/Municipal Agriculturist (1)	City/Municipal Legal Officer (1)
City/Municipal LCR Officer (1)	City/Municipal Health Officer (1)
City/Municipal Chief of Police (1)	City/Municipal DSWD Officer (1)
City/Municipal SP/SB Secretary	City/Municipal DepEd Supervisor (1)
City/Municipal Fire Marshal (1)	Boy/Girl Municipal DILG Officer (1)
City/Municipal Population Officer (1)	

Before electing the city/municipal mayor, they shall first elect two (2) city/municipal representatives for the provincial elections.

3.3 PROVINCIAL LEVEL - All city/municipal representatives shall convene at the Francisco Balagtas Hall, Hiyas ng Bulacan Convention Center, Capitol Compound, City of Malolos, Bulacan on July 30, 2025 (Wednesday), 8:00 AM, to attend the briefing/orientation on Local Government Administration. Election shall follow at 1:00 PM for the following positions for provincial Boy/Girl:





PANLALAWIGANG TANGGAPAN SA PAGPAPAUNLAD NG KABATAAN AT ISPORTS

Governor (1)	Vice-Governor (1)
GO Chief of Staff (1)	Vice-Gov. Chief of Staff (1)
SP Member (14)	Provincial Administrator (1)
LNB President (1)	Prov'l Planning & Dev't Officer (1)
SK Provincial Federation Pres (1)	Provincial Budget Officer (1)
SP Secretary (1)	Provincial Accountant (1)
PCL Pres (1)	Provincial Treasurer (1)
Indigenous People Rep (1)	Provincial Engineer (1)
BENRO (1)	Provincial Public Affairs Officer (1)
PCSJMO (1)	Provincial Agriculture Officer (1)
Provincial Legal Officer (1)	Provincial Assessor (1)
Prov'l. Social Welfare Dev't. Officer (1)	Prov'l Information Tech. Officer (1)
Provincial Veterinarian (1)	Provincial Jail Warden (1)
Provincial HRMO (1)	Provincial Coop & Economic Dev't Officer (1)
Prov'l General Services Officer (1)	RTC Executive Judge (1)
Prov'l Youth & Sports Dev't. Officer (1)	Provincial Prosecutor (1)
DOLE Provincial Director (1)	Provincial Public Health Officer (1)
Provincial DTI Officer (1)	Provincial Election Supervisor (1)
TESDA Provincial Director (1)	DILG Provincial Director (1)
BPC President (1)	DepEd Schools Div. Superintendent (1)
Provincial CSC Director (1)	Prov'l History, Arts, Culture & Tourism Officer (1)
Supervising Auditor (1)	Provincial PESO (1)
Provincial PNP Director (1)	Local DRRMO (1)
Provincial PIAS Director (1)	

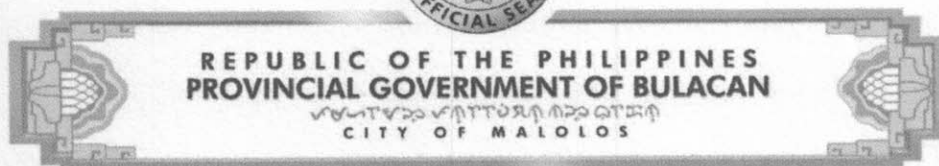
The Provincial Governor and Vice-Governor must not come from the same city/municipality. The City/Municipal Mayor and Vice-Mayor must not come from the same barangay or school.

4. CONDUCT OF ELECTORAL PROCEEDINGS

4.1 PROVINCIAL - The election/selection of Provincial Officials and Heads of Offices shall be managed by the Project Implementation Committee composed of the Provincial Youth and Sports Development Office (PYSDO), Schools Division Superintendent (DepEd), Provincial DILG Officer and Provincial Election Supervisor.

4.2 MUNICIPAL - The election/selection of City/Municipal Officials and Heads of offices shall be managed by the Project Implementation Committee composed of the Mayor's Office to be assisted by their respective Youth Development Office or appointed/designated Local Youth Development Officer (LYDO) and coordinated with the DepEd Supervisor, City/Municipal DILG Officer and City/Municipal Election Officer.





PANLALAWIGANG TANGGAPAN SA PAGPAPAUNLAD NG KABATAAN AT ISPORTS

4.3 BARANGAY - The election/selection of Barangay Officials shall be managed by the Project Implementation Committee Barangay composed of the Councils and DepEd Principal/Head Teacher.

5. SCHEDULE OF ELECTION:

5.1 Barangay Level - July 5, 2025 (Saturday), 1:00 PM, Designated place within the barangay

5.2 Municipal Level – July 18, 2025 (Friday), 9:00 AM Municipal Session Hall

5.3 Provincial Level – July 30, 2025 (Wednesday), 8:00 AM Balagtas Hall, HBCC

6. MECHANICS OF IMPLEMENTATION:

6.1 OVERALL COMMITTEE & ADVISORY BOARD – The Provincial Youth and Sports Development Office (PYSDO) and Department of the Interior and Local Government (DILG) shall be the Overall Committee tasked with the formulation and implementation of the concept and guidelines of the BOY/GIRL OFFICIAL 2025. They shall also act as the Advisory Board of the whole program.

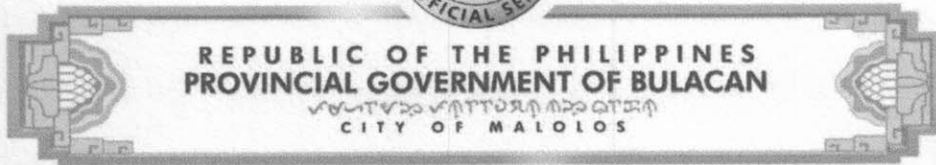
6.2 SELECTION & ELECTORAL PROCEEDINGS – The Project Implementation Committee of the Provincial, City/Municipal and Barangay shall take charge of all the activities regarding the selection and electoral proceedings of the program. They shall be tasked also with the implementation of this guidelines and supervise the day-to-day activities of the program.

6.3 INFORMATION DISSEMINATION – The Project Implementation Committee is encouraged to widely disseminate the information on the conduct of Boy/Girl activities by posting the information in publicly accessible and conspicuous places and in the social media.

6.4 ORIENTATION/ BRIEFING – The PYSDO shall take charge of all preparation and conduct of an Orientation/Briefing to all provincial Boy/Girl Officials 2025. For the city/municipal Boy/Girl Officials, the orientation/ briefing shall be led by the Mayor's Office assisted by its Youth Development Office or LYDO, if any. The orientation for the barangay Boy/Girl Officials shall be led by the Barangay Council officials. The orientation/briefing shall give emphasis on the organizational structure and the tasks and functions of the officials.

6.5 PARENTAL CONSENT & LETTER FOR OFFICIAL ATTENDANCE – The Parental Consent Form and Letter addressed to the School Heads for the Boy/Girl Official's five (5) day attendance to their functions under the program shall be provided during the orientation/ briefing.





PANLALAWIGANG TANGGAPAN SA PAGPAPAUNLAD NG KABATAAN AT ISPORTS

6.6 HEALTH & SAFETY – Minimum public health standards shall be complied throughout the duration of the program.

7. CERTIFICATE OF RECOGNITION:

In recognition of the active participation of the LGUs in the conduct of Boy/Girl Official program for 2025, a Certificate of Recognition shall be awarded by the Provincial Government of Bulacan during the recognition day to be attended by the LGU representative.

8. TIMETABLE OF ACTIVITIES:

- | | | |
|------------------------------------|---|--|
| May 27 – June 5 | - | Preparation/Issuance of Memoranda & Coordination for Boy/Girl Officials, Information Dissemination |
| June 9, 2025
9:00 AM | - | Start of Registration (Barangay Level) |
| July 5, 2025
1:00 PM | - | Election Day (Barangay Level) |
| July 18, 2025
9:00 AM- 11:00 AM | - | Election Day (City/Municipal Level) |
| July 30, 2025
8:00 AM | - | General Briefing on Local Government Administration & Election Day (Provincial B/G only), Balagtas Hall, Capitol Compound, City of Malolos, Bulacan |
| August 11, 2025
8:00 AM | - | Transfer of Responsibilities/ Oath Taking Ceremony (Provincial B/G only) Monday Flag Ceremony Bulacan, The Pavilion HBCC, Capitol Compound, City of Malolos, Bulacan |
| August 14, 2025
12:30 PM | - | RECOGNITION DAY
The Pavilion HBCC, Capitol Compound, City of Malolos, Bulacan |
| August 15, 2025 | - | Bulacan Foundation Day
Capitol Building, Provincial Government of Bulacan, Guinhawa, City of Malolos, Bulacan |

