



August 8, 2018

Regional Memorandum  
No. **263.2018**

**CONDUCT OF THE 2018 REGIONAL FORUM ON THE  
IMPLEMENTATION OF THE SUSTAINABLE DEVELOPMENT GOALS**

To: **Regional Office Chiefs and Unit Heads**  
**Schools Division Superintendents**  
**All Others Concerned**



DEPED-CAR Time: \_\_\_\_\_

- The Department of Education-Cordillera Administrative Region announces the conduct of the **2018 Regional Forum on the Implementation of the Sustainable Development Goals** with the theme, *"Transforming Governance to Advance the 2030 Sustainable Development Goals in CAR"* on **August 29 to 31, 2018** at a venue to be announced in a subsequent memorandum.
- The objectives of this conference are: (1) for school leaders to discuss effective and inclusive commitments to implement the Sustainable Development Goals; (2) for all participants to be inspired in developing their own strategies and solutions to achieve the goals; and (3) for the resource persons to share their agency's best practices as they continuously strive to attain the goals.
- Expected participants are the following:


OFFICES	PERSONNEL	NUMBER
<b>Regional Office</b>	RD	1
	ARD	1
	Division Chiefs	8
	EPS (CLMD, QAD, FTAD, HRDD)	17
	HRDD	3
	PAU	3
	ICT	3
	Dra. Angie Calatan, Cresencio Gamay, Atty. Vonn Flora, Dumas Aban, Warly Kindiawan	5
	<i>Sub-Total</i>	<b>42</b>
<b>Schools Division Offices</b>	SDS/ASDS x 8	8
	SGOD Chiefs x 8	8
	CID Chiefs x 8	8
	ALS Focals x 8	8
	5 EPS and 5 PSDS ( per SDO)	80
	DRRM Coordinators x 8	8
	<i>Sub-Total</i>	<b>120</b>
<b>Public Schools (priority are the SHs of schools visited during the OBE)</b>	Elementary School Heads: 30 per SDO	240
	Secondary School Heads: 30 per SDO	240
	<i>Sub-Total</i>	<b>480</b>
<b>TOTAL OFFICIAL PARTICIPANTS</b>		<b>640</b>
<b>Speakers/Guests</b>		10
<b>OVERALL TOTAL</b>		<b>650</b>

- Schools Division Offices are advised to submit the confirmed list of participants following the template in Enclosure No. 2 to the Regional Office through email address [hrdd.depedcar@gmail.com](mailto:hrdd.depedcar@gmail.com) on or before **August 17**.

5. Participants listed in the confirmation form who would fail to attend the forum will be obliged to pay the total amount allotted per participant for this activity. SDOs are accountable in ensuring full attendance of the listed participants in specific parallel sessions.
6. Accommodation and meals (breakfast, lunch, dinner, morning and afternoon snacks) for 3 days will be charged to Downloaded HRDD Funds. First meal will be dinner of August 28 and last meal will be PM snack of August 31.
7. Travel expenses and other meals not covered within the duration of the forum will be charged to local funds subject to the usual accounting and auditing rules and regulations.
8. Please be advised that for Day 1, August 29, participants must wear their Barong and Filipiniana attires.
9. Attached with this Memorandum are the following:
  - Enclosure No. 1: Matrix of Activities and Working Committees*
  - Enclosure No. 2: Confirmation Template for Participants*
  - Enclosure No. 3: Forms to be accomplished by the TWG*
10. To ensure facilitation of activities during the Forum, a pre-activity meeting and finalization of session proceedings will be convened on **August 13, 2018 (Monday), 4:00 PM** at the SNC Conference Hall. Moreover, a post-activity evaluation will be conducted on **August 31, 4:00 PM** at the forum venue. Participants for both activities are specified below:

<b>Participants during Pre- and Post-Planning Activities (August 13 and 31 respectively)</b>		<b>Number</b>
<b>OFFICES</b>	<b>PERSONNEL</b>	
Regional Office	RD May B. Eclar, CESO V	1
	ARD Bettina D. Aquino	1
	Chiefs: Edgardo Alos, Agustin Gumuwang, Atty. Sebastian Tayaban, Aida Payang, Pio Ecuán, Emilia Faustino, Jennifer Ande	7
	EPS: Romulo Basa, Asterio Madalla, Edgar Madlaing, Marcelo Talamayan, Patricio Dawaton, Clemente Bandao, Maksim Botilas, Elfred Dalang, Ethilyn Taqued, Marjory Valdez, Florence Balictan, Rosmarie Dalang, Jeanie Claire Piggangay, Angela Apopot, Thelma Dalayon, Rafaela Gawigawen, Carmel Meris	17
	ESSD: Dra. Angie Calatan, Cresencio Gamay	2
	HRDD: Margie Gardingan, Emmanuela Gabol, Charlene Balahya	3
	PAU: Georaloy Palao-ay, Daisy Eswat, Jeremy Kermit Padalla	3
	ICT: Jumar Yago-an, Glenn Papa, Vandolph Flora	3
	Legal: Atty. Vonn Flora	3
	BAC: Cornelia A. Dulnuan, Rogelia Rique	2
	Other TWG: Warty Kindiawan, Dumas Aban	2
	Schools Division Office	SDS: Federico Martin, Marie Carolyn Verano
	ASDS Soraya Faculo	1
Secretariat		3
<b>TOTAL</b>		<b>50</b>

11. Immediate dissemination of and strict compliance to this Memorandum is directed.

  
**MAY B. ECLAR, PhD, CESO V**  
 Regional Director

**2018 REGIONAL FORUM ON THE IMPLEMENTATION OF THE SDGs**

**FORUM MATRIX**

August 29, 30, 31, 2018

Forum Theme: *“Transforming Governance to Advance the 2030 Sustainable Development Goals in CAR”*

**DAILY SCHEDULE  
DAY 1: AUGUST 29, 2018**

TIME	THEME/SUB-THEME/TOPIC	PRESENTER	FACILITATOR/MODERATOR/ROOM
Theme	<i>Theme 1: Transforming Governance to Achieve the SDGs</i>		
6:30 – 9:00	Arrival/Registration		ICT/HRDD
9:00 – 10:00	Opening Program	<i>Keynote Speaker: Sec. Leonor M. Briones</i>	Plenary Hall To introduce Sec. Briones: RD May B. Eclar
10:00 – 11:00	First Plenary Talk: Transitioning from MDG to SDG: Key Challenges and Opportunities	Ms. Maria Luisa Jolongbayan, UNDP	To introduce Ms. Jolongbayan: ARD Bettina D. Aquino Plenary Hall
11:00 – 12:00	Second Plenary Talk: Philippine Perspective and Actions towards Achieving the 2030 SDGs	RD Milagros Rimando Regional Director, NEDA	To introduce RD Rimando: Atty. Sebastian Tayaban Plenary Hall
1:30 – 2:30	Third Plenary Talk: Implementing the SDGs through Regional Autonomy	Hon. Mayor Mauricio Domogan, City Mayor-Baguio City/RDC Chair	To introduce Hon. Mayor Domogan: SDS Federico Martin Plenary Hall
2:30 – 3:30	Fourth Plenary Talk: Towards Improved Tourism Infrastructure in Awesome Abra	Hon. Gov. Maria Jocelyn Beros (Abra)	To introduce Hon. Gov. Beros: SDS Amador Garcia Plenary Hall
3:45 – 4:45	Fifth Plenary Talk: Preservation of Apayao's Resources: A Call to Action	Hon. Gov. Eilia Bulut, Jr. (Apayao)	To introduce Hon. Gov. Bulut: SDS Ronald Castillo Plenary Hall
OD	<i>Jennifer P. Ande</i>		

## DAY 2: AUGUST 30, 2018

TIME	THEME/SUB-THEME/TOPIC	FACILITATOR/PRESENTER	FACILITATOR/MODERATOR/ROOM
	<b>Theme</b>		
8:00 – 9:00	<b>Theme 2: Innovating for the SDGs</b> Sixth Plenary Talk: Green Procurement	Exec. Dir. Dennis Santiago (DBM)	To introduce Exec. Dir. Santiago: SDS Benilda Daytaca Plenary Hall
9:00 – 10:00	Seventh Plenary Talk: SDGs in the LGUs	Hon. Mayor Peter B. Alos (Atok, Beng.)	To introduce Hon. Mayor Alos: SDS Marie Carolyn Verano Plenary Hall
10:30 – 11:30	Eight Plenary Talk: SDGs in the LGUs	Hon. Mayor Rodolfo B. Juan (Apayao)	To introduce Hon. Mayor Juan: SDS Benedicta Gamatero Plenary Hall
OD	<b>Cresencio Gamay</b>		
Session Focus: Leading Change-Shaping Leaders to Address the Challenges in Achieving the SDGs by 2030			
<b>Parallel Sessions 1</b>			
1:30 – 2:00	Topic 1: Learning from SEEDS Asia Cebu Project  Dr. Emiliano B. Elnar, Jr., CLMD Chief SDO Cebu	Topic 1: Awareness and Preparedness...the Nueva Ecija Project  Marilou Gavino, DRRM Coordinator, Nueva Ecija	Topic 1: Exemplary Efforts in DRR at the School level  Nestor Dalay-on, PIV, Lepanto NHS
	Room A	Room B	Room C
<b>Parallel Sessions 2</b>			
2:00 – 2:30	Topic 2: ICT in the Lens of DepEd-CAR  Jumar Yago-an, ICT Officer DepEd-CAR	Topic 2: Ayala Bridges Community Aspirations through Education  Joanna Duarte Senior Director for Programs Ayala Foundation, Inc. Makati City	Topic 2: Achieving Sustainable Development through Agriculture Dir. Narciso A. Edillo, Reg'l Exec Dir., DA – CAR
	Room A	Room B	Room C
	Room D, 130 pax	Room E, 130 pax	Room E, 130 pax
	Topic 1: Localized initiatives on Environmental Management Dir. Reynaldo S. Digamo OIC-RD, Environmental Management Bureau	Topic 2: DOST's Support for MSMEs	Topic 2: DOST's Support for MSMEs

2:30 – 3:00	Open Forum/Q & A: Elfred Dalang Synthesis: SDS Federico Martin	Open Forum/Q & A: Clemente Bandao Synthesis: SDS Ronald Castillo	Open Forum/Q & A: Edgar Madlaing Synthesis: SDS Marie Carolyn Verano	Open Forum/Q & A: Patricio Dawaton Synthesis: SDS Sally Ullalim	Open Forum/Q & A: Romulo Basa Synthesis: SDS Gloria Buya-ao
Session Focus: Reaching the poorest and most vulnerable through inclusive services and partnerships					
<b>Parallel Sessions 3</b>					
<b>Room A</b>		<b>Room B</b>		<b>Room C</b>	
3:30 – 4:00	Topic 3: "No Excuses in Pag-asa"  <i>Jeremy A. Cruz, Jr., PIV, Pag-asa NHS, Bicol</i>	Topic 3: Ronald McDonald Charities Makes a Difference  <i>Marie A. Angeles, Exec. Dir., RMHCI</i>	Topic 3: Solid Educational Foundation for Senior High School  <i>Lourdes dela Cruz, EPS, Angeles City Division</i>	Topic 3: Attaining liberal education in TSHI  <i>Georgina Duacayo, Educ. Prog. Supervisor/ Former Principal Tublay School of Home Industries, Benguet</i>	Topic 3: UC Leaves No Stone Unturned in Pursuit of Excellence in Senior High School  <i>Dr. Ronaldo Fontanosa, University of the Cordilleras Senior High Academic Director</i>
<b>Parallel Sessions 4</b>					
<b>Room A</b>		<b>Room B</b>		<b>Room C</b>	
4:00 – 4:30	Topic 4: "OK sa DepEd goes to CAR"  <i>Dr. Angie F. Calatan Medical Officer IV, DepEd-CAR</i>	Topic 4: A Closer Look at the Lakas Isip ng Kabataan Club of PMHA  <i>Christine Gina Dailay-Camsol, RPsy, Chapter Executive Manager, PMHA Baguio-Benguet Chapter</i>	Topic 4: Our Corporate Philanthropy: "Touching People, Shaping the Future"  <i>Connie Mapalo, Administrative Mgr., HEDCOR Inc.</i>	Topic 4: Safeguarding the Future of the Youth through Bonjinging Kabataan  <i>Celia Flor C. Brillantes, MD, PHSAE, FPSVI Medical Officer IV, RHWC</i>	Topic 4: Empowering Communities to End Poverty  <i>Emelita Monville Oro, Director, Philippine Country Program Regional Center for Asia International Institute of Rural Reconstruction</i>
4:30 – 5:00	Open Forum/Q & A: Elfred Dalang Synthesis: ASDS Soraya Faculo	Open Forum/Q & A: Clemente Bandao Synthesis: SDS Amador Garcia	Open Forum/Q & A: Edgar Madlaing Synthesis: SDS Beniida Daytaca	Open Forum/Q & A: Patricio Dawaton Synthesis: SDS Benedicta Gamatero	Open Forum/Q & A: Romulo Basa Synthesis: Atty. Vonn Flora
Session Managers					
Pio D. Ecuán		Aida L. Payang		Edgardo T. Alos	
Agustin E. Gumuwang					

Documenters	Rafaela Gawigawen; Florence Balictan	Thelma T. Dalay-on; Jeanie Claire Piggangay	Maksim Botillas; Angela K. Apopot	Ethielyn E. Taqued; Asterio C. Madalla	Marjory T. Valdez; Marcelo M. Talamayan
ICT Support	Dumas Aban	Glenn Papa	Warily Kindiawan	Charlene Balahya	Vandolph Flora

## DAY 3

TIME	THEME/SUB-THEME/TOPIC	FACILITATOR/PRESENTER	ROOM
Theme	<b>Theme 3: Advancing the SDG Implementation</b>		
	<b>Round Table Conferences (Meeting of the Minds)</b>		
9:00 – 12:00	Conference A: Regional Office	Pio D. Ecuán Chief, PPRD	Room A
	Conference B: Division and School Forerunners	Documenter: Asterio C. Madalla SDS Per Division	Room B, C, D, E, F, G, H, I
1:30 – 2:00	Presentation of Conference A Discussions	Documenters: 1 School Head per SDO Pio D. Ecuán	Plenary Hall
2:00 – 3:20	Presentation of Conference B Discussions (10 min per Division)	SDS per Division	Plenary Hall
3:20 – 3:50	Synthesis	Soraya T. Faculo OIC ASDS, SDO Baguio City	Plenary Hall
3:50---	Closing Remarks	RD May B. Eclar, CESO V	Plenary Hall
OD	Carmel F. Merris		

## Working Committees

<b>COMMITTEES</b>	<b>TERMS OF REFERENCE</b>	<b>PERSONS IN-CHARGE</b>
1. Forum Convenors	Manages the overall conduct of the forum	RD May Eclar, ARD Bettina Aquino
2. Steering Committee	Assists in providing direction to forum activities	Jennifer Ande, Cresencio Gamay, Carmel Meris
3. Secretariat (Daily Attendance), Venue (including hall decoration)	Handles the daily and complete attendance documentation; Assures the friendly/amiable appearance of the venue	HRDD
4. Online Registration	Confirms the registration of all participants from the RO and the SDOs	ICT
5. Finance and Logistics	Ensures the efficient execution of procurement procedures	Finance, BAC
6. Certificates, Materials	Helps prepare needed forum materials and required certificates (CA; Certificate of Participation; Cert of Recognition)	ICT (Jumar), ADAS/TAS (including Lau and Elvy), Admin (Supply)
7. Program Committee	Facilitates the punctual and smooth conduct of forum activities; Ensures the presence of invited speakers	CLMD, HRDD, Cresencio Gamay
8. Documentation and Evaluation	Provides photo documentation of significant forum activities; Facilitates conduct of forum evaluation by the participants	QAD, FTAD, Kermit Padilla (for Photo Documentation)
9. Publicity and Media Relations	Coordinates with invited speakers to ensure their attendance; Manages media relations during the activity	PAU (Georaloy Palao-ay, Daisy Eswat)
10. Medical and Security Services	Provides basic medical service during the activity; Assures security of participants in the venue	ESSD/GSU

11. Support Team: Session Managers, Moderators, Documenters, Synthesizers, ICT	Terms of Reference	Break-away 1	Break-away 2	Break-away 3	Break-away 4	Break-away 5
Session Managers	<ul style="list-style-type: none"> <li>-Ensures that all personnel and necessary equipment are ready for the session</li> <li>-Secures presentations of the presenters</li> <li>-Accounts for the total no. of participants inside the breakout session</li> <li>-Assures that presenters are in attendance</li> </ul>	Pio D. Ecuán	Aida L. Payang	Emilia M. Faustino	Edgardo Alos	Agustin Gumuwang
Moderators	<ul style="list-style-type: none"> <li>-Manages parallel sessions</li> <li>-Facilitates Q and A Session</li> <li>-Introduces presenter/s and topic/s</li> <li>-Monitors time</li> <li>-Assists documenter in documentation proceedings and safekeeping of files</li> <li>-Closes the session</li> </ul>	Elfred Dalang	Clemente Bandao	Edgar Madlaing	Patricio Dawaton	Romulo Basa
Documenters	<ul style="list-style-type: none"> <li>-Prepares all related data/materials to be used for the session</li> <li>-Provides notes for synthesis</li> <li>-Accomplishes templates to be submitted to the Chair of documentation committee</li> <li>-Lays out photo documentation to support session actions</li> </ul>	Rafaela Gawigawen; Florence Balictan	Thelma Dalay-on; Claire Piggangay	Maksim Botillas; Angela Apopot	Ethielyn Taqued; Asterio Madalla	Marjory Valdez; Marcelo Talamayan



Synthesizers	-Works with documenter -Summarizes topics discussed based on documentation -Presents key points taken from all topics	SDS Federico Martin; ASDS Soraya Faculo	SDS Ronald Castillo; SDS Amador Garcia	SDS Marie Carolyn Verano; SDS Benilda Daytaca	SDS Sally Ullalim; SDS Benedicta Gamatero	SDS Gloria Bya-ao; Atty. Vonn Flora
ICT Support	-Sets up presentations and ensures that audio-video are ready	Dumas Aban	Glenn Papa	Warily Kindiawan	Charlene Balahya	Vandolph Flora
Photo Documenter	-Captures session or conference actions through photo documentation	RO PAU				

	TOC	Regional Office	Aban	Amador	Bago City	Benguet	Tugao	Patnong	MP	Paik City
12. Round Table Conference Facilitators	-Accounts for all the expected participants in the conference hall -Leads in the development of an Action Plan following the template provided	Pio D. Ecuán	Amador Garcia	Ronald Castillo	Federico Martin	Marie Carolyn Verano	Gloria Buya-ao	Benilda Daytaca	Sally Ullalim	Benedicta Gamatero
13. Round Table Conference Documenters	-Records conference proceedings -Accomplishes template to record agreements -Lays out photo documentation to support conference actions	Asterio Madalla	School Head	School Head	School Head	School Head	School Head	School Head	School Head	School Head

*Enclosure No. 2 Confirmation Template for Participants*

**LIST OF PARTICIPANTS TO THE REGIONAL FORUM ON THE IMPLEMENTATION OF THE SDGs**  
 (to be submitted on or before Aug. 17 through [hrdd.depedcar@gmail.com](mailto:hrdd.depedcar@gmail.com))

*Reminders:*

1. *Fill in all the information needed.*
2. *For Column F, Each Division is allotted at least 118 slots per Session room. To ensure that there is an equal number of participants in each session, SDSs are encouraged to distribute their participants accordingly.*
3. *Please refer to the matrix of activities before deciding on the session room to be occupied. Exchanging of session rooms is highly discouraged (i.e. If a participant decides to stay in Session Room B, he or she must stay there for the whole break-out session).*

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
<b>NO.</b>	<b>DIVISION</b>	<b>NAME OF PARTICIPANT</b>	<b>DESIGNATION</b>	<b>SCHOOL</b>	<b>ASSIGNED PARALLEL SESSION ROOM</b>	<b>FOOD PREFERENCES? (ANY/NO PORK/ NO FISH)</b>
1	E.g. Abra	Esther Ramos	School Principal IV	Sallapadan HS	Room B	No pork

Enclosure No. 3 Forms to be Accomplished by the TWG

**DAILY DOCUMENTATION**  
(For Day 2 Parallel Sessions)

DATE	PRESENTER/RESOURCE PERSON	TITLE OF PRESENTATION	HIGHLIGHTS OF PRESENTATION	QUESTIONS FROM PARTICIPANTS	RESPONSE OF RESOURCE PERSON

Documenter: \_\_\_\_\_

Date: \_\_\_\_\_

**CONFERENCE DOCUMENTATION**  
(For Day 3 during Round Table Conferences)

**OFFICE/DIVISION:**

SDGs to Explore/Develop/Enhance	Objectives	Methods/Activities to Achieve Objectives	Resources Needed (Human/Non Human)	Timeline	Expected Results

Documenter: \_\_\_\_\_

Date: \_\_\_\_\_