



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

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**Division Advisory No. 097, s. 2025**

October 13, 2025

In compliance with DepEd Order (DO) No. 8, s. 2013

This advisory is issued not for endorsement per DO 28, s. 2001, but only for the information of DepEd Capiz officials, personnel/staff, as well as the concerned public.

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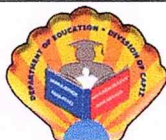
Attached is letter from Philippine Red Cross Capiz Chapter re: **Council Management Training for Council Presidents and Council Advisers** dated October 8, 2025.

Please be advised that the undersigned interposes no objection to said activity provided participation is voluntary, and with the advise to ensure compliance with DepEd Order No. 9, s. 2005 titled **Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith**, DepEd Order No. 12, s. 2025 titled **Multi-Year Implementing Guidelines on the School Calendar and Activities**, DepEd Order No. 40, s. 2012 titled **The DepEd Child Protection Policy**, DepEd Memorandum No. 41, s. 2024 titled **Reiteration of the “No Collection Policy” in School** and DepEd Order No. 66, s. 2017 titled **Implementing Guidelines on the Conduct of Off-Campus Activities**. The details and overview of this program are attached for reference.

For more information and verification, contact:

**MR. SANDERLEN B. PONSARAN**

Red Cross Youth Focal Person  
Macopa St., Brgy. Tiza, Roxas City  
Mobile Number: 09176317159



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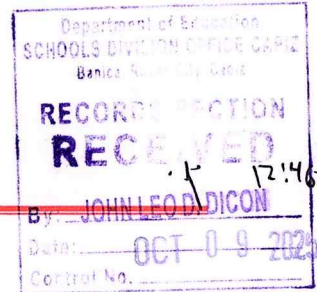


## PHILIPPINE RED CROSS

### Capiz Chapter

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

*"Always First, Always Ready, Always There"*



October 08, 2025

**DR. ROEL F. BERMEJO, CESO V**

Schools Division Superintendent

Division of Capiz

Dear Dr. Bermejo,

The Philippine Red Cross Capiz Chapter's Red Cross Youth is celebrating the Red Cross Youth Month this October with the theme "Empowered Youth: Today's Life Savers" and this year we are delighted to announce that we have organized activities to honor the rich legacy of youth volunteerism and highlight the creativity, leadership and humanitarian commitment of our young volunteers.

One of the activities would be the **Council Management Training for Council Presidents and Council Advisers** which we plan to conduct this **October 12 and 26, 2025** respectively which aims to strengthen the organizational management and collaboration amongst council by sharing insights and best practices to expand further our capacity to reach the most vulnerable communities.

In this regard, we humbly ask for your support through an endorsement and dissemination of the activity to all the schools under the division of Capiz. To further guide us on the relevant details of the activity, we have attached the Practical Information Guide of the activity for reference.

Should there be any clarification, you may contact Mr. Sanderlen B. Ponsaran – 09270852524 or (036) 6211-125.

Your support to the organization is greatly appreciated.

Thank you.

  
**RAYMUNDO P. MARTINEZ, RMT**  
**CHAPTER ADMINISTRATOR**





## **PHILIPPINE RED CROSS – CAPIZ CHAPTER RED CROSS YOUTH**

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

In line with the RCY Month 2025 Celebration, the RCY Capiz Chapter will be conducting a series of Council Management Trainings for Council Presidents and Advisers.

### **OBJECTIVES:**

- Orient participants on the Red Cross Movement, the Philippine Red Cross, and the structure and functions of the Red Cross Youth (RCY).
- Enhance the leadership, communication, and management skills of RCY council officers and advisers to ensure the effective implementation of youth programs and initiatives.
- Increase awareness and understanding of the Philippine Red Cross Child Protection Policy (CPP) and its application within school and community-based councils.
- Strengthen the capacity of RCY councils to establish and manage Child-Friendly Spaces (CFS) during emergencies and community activities.
- Equip participants with practical skills in council management, resource mobilization, child protection, and child-centered facilitation.
- Develop action plans that integrate CPP and CFS principles into RCY programs, projects, and council operations.

### **IMPORTANT DATES TO REMEMBER:**

October 12, 2025	Council Management Training, Child Protection Policy and Child-Friendly Spaces Session for Council Presidents
October 26, 2025	Council Management Training, Child Protection Policy and Child-Friendly Spaces Session for Council Advisers

### **General Guidelines:**

- Participants must be a bonafide member of an accredited or recognized Red Cross Youth Council.
- Must have a valid Membership with accident assurance benefits (MAAB) ID.
- Must have attended Youth Volunteer Orientation Module training.
- Must be physically and mentally fit.
- Must declare any health-related problems they are experiencing during the activities.





**PHILIPPINE RED CROSS – CAPIZ CHAPTER  
RED CROSS YOUTH**

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

## **COUNCIL MANAGEMENT TRAINING FOR COUNCIL OF PRESIDENTS AND ADVISERS**

### **OVERVIEW**

The Philippine Red Cross, through the Red Cross Youth – Capiz Chapter, remains steadfast in its humanitarian commitment to develop capable and compassionate young leaders. This training program aims to equip RCY council presidents, advisers, and officers with the essential skills to manage their councils effectively while fostering an environment that upholds child protection and inclusivity.

As the school year 2025–2026 unfolds, the need to strengthen the capacity of Red Cross Youth councils in organizational management has become more vital than ever. By integrating key protective mechanisms such as the Child Protection Policy (CPP) and Child-Friendly Spaces (CFS), the training underscores the importance of safeguarding the rights, safety, and well-being of children in all RCY-led programs and activities.

Beyond enhancing leadership, communication, and management competencies, this initiative also serves as a collaborative platform where council advisers, presidents, and officers can share insights, align with PRC policies, and ensure the consistent integration of CPP and CFS standards within their respective school and community councils. Through this effort, the RCY – Capiz Chapter continues to build a network of empowered youth leaders dedicated to advancing humanitarian values and child-centered volunteerism.

### **DATE**

Council of Presidents – October 12, 2025

Council of Advisers – October 26, 2025

### **VENUE**

Philippine Red Cross – Capiz Chapter Training Center

### **REGISTRATION**

Registration will be done online via Google Forms to be disseminated via Red Cross Youth – Capiz Chapter Official Facebook Page on October 8, 2025. All RCY shall be required to submit their signed activity waivers and parental photo/video consent form on or before October 10, 2025 to Mr. Sanderlen Ponsaran at the Philippine Red Cross – Capiz Chapter.

### **DEADLINE OF REGISTRATION**

October 10, 2025

### **DRESS CODE**

Type B, Council Shirt or Red Shirt





**PHILIPPINE RED CROSS - CAPIZ CHAPTER  
RED CROSS YOUTH**

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

## **COUNCIL MANAGEMENT TRAINING FOR COUNCIL OF PRESIDENTS AND ADVISERS**

### **PROGRAM**

<b>TIME</b>	<b>ACTIVITY</b>	<b>PERSON IN-CHARGE</b>
8:00AM - 8:30AM	Registration and Opening Program	Council Management
8:30AM - 9:00AM	Getting to Know You Activity, Levelling of Expectations, Objective Setting	Youth Instructors
9:00AM - 10:30AM	Session 1: Council Management and Leadership Roles	Council Management
10:30AM - 12:00PM	Session 2: Fund Generation and Resource Mobilization	Ma'am Annie Va-al CSR-Fund Generation
12:00PM - 1:00PM	LUNCH BREAK	
1:00PM - 2:00PM	Session 3: Proper Use of the Red Cross Emblem in Publications and Printed Materials	Youth Instructors
2:00PM - 4:00PM	Session 4: Child Protection Policy (CPP) and Child-Friendly Spaces (CFS): Concepts, Standards, and Importance	Sir Sanderlen Ponsaran CSR-RCY
4:00PM - 5:00PM	Synthesis and Closing	Council Management





**PHILIPPINE RED CROSS - CAPIZ CHAPTER  
RED CROSS YOUTH**

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

**PARENTAL PHOTO/VIDEO CONSENT FORM FOR CHILDREN AND YOUTH**

We in the Philippine Red Cross recognize the need to ensure the welfare and safety of all children and youth taking part in any activity associated with our organization.

In accordance with our child protection policy we will not permit photographs, video or other images of children and youth to be taken without the consent of the parents/carers and children. As your child will be taking part in the event specified above, we would like to ask for your consent to take photographs/videos of the event or activity that may contain images of your child. It is likely that these images may be used as:

- a record of the activity or the event like documentation purposes;
- in a written evaluation of the event that will be viewed by (Senior management, Sponsors, Partners et al.);
- publicity material for further activities or events on leaflets/websites/magazines;
- illustrations of the activities or events in published articles;
- future grant applications; and
- social media accounts of PRC and PNS.

We will take all steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform us immediately.

I consent to having my child photographed or recorded for this event.

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**PRINTED NAME AND SIGNATURE OF  
PARENT OR LEGAL GUARDIAN**





**PHILIPPINE RED CROSS - CAPIZ CHAPTER  
RED CROSS YOUTH**

Provincial Park, Barangay Tiza, Roxas City, Capiz 5800

# **Council Management Training for Council of Presidents**

## **ACTIVITY WAIVER**

I am allowing my son/daughter \_\_\_\_\_ to join the Council Management Training at the Philippine Red Cross - Capiz Chapter Training Center on October 12, 2025.

I realize the risk connected with the said activity but I have given my child permission to join because of the benefits he/she will contribute to the group during the said activity as long as adequate safety precautions are taken by those who are in-charge of the said activity.

I shall not hold those who are in-charge of the activity for any untoward incident that may arise because of my son/daughter's fault or negligence or causes purely accidental, fortuitous or beyond the control of those in-charge of the said activity.

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**PRINTED NAME AND SIGNATURE OF  
PARENT OR LEGAL GUARDIAN**