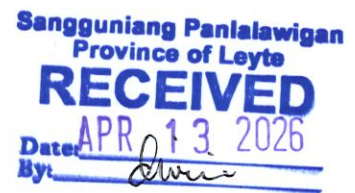




April 10, 2026

HON. LEONARDO M. JAVIER JR.
Vice Governor and Presiding Officer
Province of Leyte



Thru:

ATTY. CARLO P. LORETO
Floor Leader, Sangguniang Panlalawigan
Province of Leyte

Subject: Transmittal of Proposed Provincial Ordinance on Youth Encounter Formation Training (YEFT)

Dear Hon. Javier,

Greetings.

Respectfully submitting herewith the **Proposed Provincial Ordinance No. ___, Series of 2026**, entitled:

“AN ORDINANCE INSTITUTIONALIZING THE YOUTH ENCOUNTER FORMATION TRAINING (YEFT) PROGRAM IN ALL MUNICIPALITIES AND THE COMPONENT CITY IN THE PROVINCE OF LEYTE, DEFINING ITS IMPLEMENTATION, AND APPROPRIATING FUNDS THEREFOR.”

This proposed measure aims to institutionalize a continuing youth formation program designed to strengthen leadership, values formation, and civic engagement among the youth of the Province of Leyte, as part of its post-training development interventions following the Sangguniang Kabataan Mandatory Training.

Attached herewith are the Minutes of the Meeting dated February 13, 2026 and March 14, 2026, reflecting the consultations, discussions, and deliberations of the proposed ordinance by the Provincial Sangguniang Kabataan Federation and the Provincial Youth Development Council.

In view thereof, may we respectfully request the inclusion of this proposed ordinance in the agenda of the Sangguniang Panlalawigan for appropriate consideration and action.

Thank you for your continued support to youth development initiatives in the province.

Respectfully yours

HON. MJ LUNLY D. LUMEN
Panlalawiang Pederasyon ng Sangguniang Kabataan - President
Province of Leyte



PROPOSED PROVINCIAL ORDINANCE NO. ____

Series of 2026

AN ORDINANCE INSTITUTIONALIZING THE YOUTH ENCOUNTER FORMATION TRAINING (YEFT) PROGRAM IN ALL MUNICIPALITIES AND THE COMPONENT CITY IN THE PROVINCE OF LEYTE, DEFINING ITS IMPLEMENTATION, AND APPROPRIATING FUNDS THEREFOR

*Author: MJ LUINLY D. LUMEN
PPSK President*

EXPLANATORY NOTE

This proposed ordinance seeks to institutionalize the Youth Encounter Formation Training (YEFT) Program in all municipalities and the component city in the Province of Leyte as a continuing intervention for youth development.

Recognizing that the youth are vital partners in nation-building, this measure aligns with the provisions of Republic Act No. 10742, otherwise known as the Sangguniang Kabataan Reform Act of 2015, and Republic Act No. 7160, otherwise known as the Local Government Code of 1991, which mandate and empower local government units to promote programs that enhance youth leadership, civic engagement, and overall well-being.

While the Sangguniang Kabataan Mandatory Training provides foundational knowledge on governance and public service, there remains a need for sustained formation programs that focus on values formation, personal growth, and self-awareness. The YEFT Program addresses this need by offering a structured and progressive formation process that allows young people to deepen their understanding of themselves, strengthen their character, and embrace their roles as responsible members of society.

Through a guided encounter methodology, the program facilitates meaningful reflection, dialogue, and sharing among participants. This approach fosters not only leadership competence but also emotional maturity, social responsibility, and ethical decision-making, which are essential qualities for effective and transformative youth leadership.

The ordinance also recognizes the capability and experience of SADE Leyte Inc. as a partner organization in delivering values formation programs, ensuring that the implementation of YEFT maintains quality, integrity, and consistency. Furthermore, the active involvement of Local Youth Development Offices and Sangguniang Kabataan units at all levels ensures proper coordination, monitoring, and sustainability of the program.

Ultimately, institutionalizing the YEFT Program will ensure its continuity, expand its reach to more young people across the province, and strengthen the Province of Leyte's commitment to developing empowered, values-driven, and socially responsible youth leaders.

HON. MJ LUINLY D. LUMEN
Provincial SK Federation President



PROPOSED PROVINCIAL ORDINANCE NO. ____

Series of 2026

AN ORDINANCE INSTITUTIONALIZING THE YOUTH ENCOUNTER FORMATION TRAINING (YEFT) PROGRAM IN ALL MUNICIPALITIES AND THE COMPONENT CITY IN THE PROVINCE OF LEYTE, DEFINING ITS IMPLEMENTATION, AND APPROPRIATING FUNDS THEREFOR

*Author: MJ LUIINLY D. LUMEN
PPSK President*

WHEREAS, the youth constitute a vital sector of the population of the Province of Leyte and play an important role in leadership development, community participation, and nation-building;

WHEREAS, Republic Act No. 10742, otherwise known as the Sangguniang Kabataan Reform Act of 2015, mandates local government units to support programs that promote youth leadership development, civic participation, and values formation;

WHEREAS, Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers provincial governments to enact measures that promote the general welfare of their constituents, including programs for youth development;

WHEREAS, the Philippine Youth Development Plan emphasizes the need for inclusive, participatory, and values-oriented youth programs that strengthen leadership, social responsibility, and active citizenship;

WHEREAS, while the Sangguniang Kabataan Mandatory Training (SKMT) equips youth leaders with essential knowledge on governance and public service, there remains a need for continuing formation programs that focus on personal development, values formation, and self-awareness;

WHEREAS, the Youth Encounter Formation Training (YEFT) Program provides a structured and progressive formation process that enables young people to reflect on their roles as individuals, family members, and active members of the community;

WHEREAS, the program adopts a guided encounter methodology through a series of activities, reflection, and sharing sessions designed to deepen personal insight, strengthen character, and encourage responsible leadership;

WHEREAS, SADE Leyte Inc. has established experience in facilitating values formation programs and shall serve as the implementing agency and/or partner to ensure the effective delivery and integrity of the YEFT Program;

WHEREAS, the involvement of the Local Youth Development Offices (LYDOs) and the Sangguniang Kabataan at the provincial, municipal, and barangay levels ensures proper coordination, accountability, and sustainability of the program;



WHEREAS, institutionalizing the Youth Encounter Formation Training (YEFT) will guarantee its continuity, wider reach, and integration as part of the Province's continuing youth development initiatives, including post-SKMT interventions;

NOW, THEREFORE, be it ordained by the Sangguniang Panlalawigan of the Province of Leyte:

SECTION 1. Title

This Ordinance shall be known as the "*Provincial Youth Encounter Formation Training (YEFT) Program Ordinance of the Province of Leyte.*"

SECTION 2. Declaration of Policy

It is hereby declared the policy of the Province of Leyte to promote the holistic development of the youth through formation programs that strengthen leadership, character, civic responsibility, and social awareness.

SECTION 3. Institutionalization

The Youth Encounter Formation Training (YEFT) Program is hereby institutionalized as an official and continuing youth formation and development program of the Province of Leyte, to be implemented in all municipalities and the component city within the province.

The program shall form part of the continuing youth development and capacity-building interventions, including post-training enrichment following the Sangguniang Kabataan Mandatory Training (SKMT).

SECTION 4. Coverage

All municipal and component city governments of the Province of Leyte, through their respective Local Youth Development Offices (LYDOs) and Sangguniang Kabataan (SK), are hereby enjoined to adopt, support, and implement the YEFT Program within their respective jurisdictions.

Barangay and Municipal Sangguniang Kabataan units shall be directly involved in the implementation, coordination, and participant mobilization of the program.

SECTION 5. Objectives

The program aims to:

- a. Promote youth leadership and character formation
- b. Provide opportunities for youth dialogue, reflection, and self-discovery
- c. Strengthen youth participation in community and governance processes
- d. Encourage volunteerism, civic engagement, and social responsibility
- e. Support youth well-being and resilience through structured formation activities



SECTION 6. Target Beneficiaries

Participants may include:

- a. Sangguniang Kabataan officials and youth leaders
- b. Student leaders and youth volunteers
- c. Out-of-school youth and working youth
- d. Other community-based youth sectors

SECTION 7. Implementing and Coordinating Bodies

The implementation of the YEFT Program shall be led and coordinated by the Provincial Government of Leyte through the Provincial Youth Development Office (PYDO), in coordination with the Panlalawigang Pederasyon ng mga Sangguniang Kabataan (PPSK), Local Government Units (LGUs), and other partners.

All program implementation at the provincial and local levels shall be undertaken through the Local Youth Development Offices (LYDOs) and the Sangguniang Kabataan (SK).

a. Provincial Youth Development Office (PYDO)

The PYDO shall:

1. Oversee the overall implementation of the program
2. Develop program frameworks and ensure alignment with youth policies
3. Provide technical guidance to LGUs
4. Consolidate reports and monitor implementation

b. Panlalawigang Pederasyon ng mga Sangguniang Kabataan (PPSK)

The PPSK shall:

1. Ensure that its officers and members undergo the YEFT: SADE training prior to participation in mobilization activities
2. Mobilize SK Federations across the province
3. Promote youth engagement and participation
4. Assist in the identification and endorsement of participants
5. Advocate for policy support within the Sanggunian

c. Municipal and City Local Youth Development Offices (LYDOs)

The LYDOs shall:



1. Serve as the primary local implementing arm
2. Organize and facilitate YEFT activities
3. Coordinate participants and logistics
4. Ensure alignment with Local Youth Development Plans
5. Submit reports to the PYDO

d. Sangguniang Kabataan Federations

The SK Federations shall:

1. Assist in mobilization and endorsement of participants
2. Promote the program in barangays and municipalities
3. Support implementation through youth initiatives
4. Integrate YEFT principles into local programs
5. Advocate for legislative support

e. SADE Leyte Inc.

SADE Leyte Inc. shall serve as the implementing agency and/or partner of the YEFT Program and shall:

1. Conduct and facilitate the three-day values formation training
2. Support the development of program modules, formation activities, and learning materials consistent with program objectives
3. Collaborate with the Provincial Government and/or LGUs in maintaining the integrity and formation approach of the YEFT

f. Other Partner Institutions

Government agencies, civil society organizations, and academic institutions may provide technical and program support.

SECTION 8. Program Design

The YEFT shall adopt the following structured formation design:

A. Objective

To provide participants the opportunity to realize themselves as:

1. A free and responsible person
2. An active and conscious member of the family



3. A responsible and active youth in the community
4. A child of God
5. A future builder of a family

B. Process

The program shall follow twelve progressive steps leading to self-encounter and reflection.

C. Pattern / Rhythm

Each session shall include:

1. Activity
2. Reading of text or quotation
3. Deepening of topic
4. Testimony
5. Personal reflection
6. Sharing in small and large groups

D. The Team

The implementation team shall be composed of:

- **Supervisor/Head (PLGU):** Provincial Youth Development Officer
- **Youth Coordinator (PLGU):** Assigned Area Coordinator
- **Moderator:** Youth Volunteer
- **Group/Team Leaders:** Youth Volunteers

Auxiliaries:

- **Barangay Level (BLGU):** Barangay Officials, SK Officials, Barangay Police, Volunteers
- **Municipal/City Level (LGU):** LYDO, Medics, Municipal Personnel Office (MPO) or equivalent offices
- **Provincial Level (PLGU):** Youth Coordinators, Organized Youth Volunteers, Provincial Youth Development Council

E. Date

The training shall be conducted preferably from Friday afternoon to Sunday afternoon.



F. Venue

The venue must provide adequate space, sleeping quarters, and facilities suitable for 25–35 participants.

G. Participants

Participants shall be 16–30 years old, preferably single, with 25–35 participants per batch.

H. Schedule

A detailed three-day schedule shall be followed as part of the training implementation.

SECTION 9. Funding

Funds for the implementation of this Ordinance shall be sourced from:

- a. The Provincial Government through the PYDO
- b. The Local Government Units through the LYDOs and Sangguniang Kabataan
- c. The Municipal Planning Office (MPO), Municipal Social Welfare and Development Office (MSWDO), and other relevant local offices
- d. Other lawful sources such as grants, donations, and partnerships

SECTION 10. Monitoring and Evaluation

The PYDO, in coordination with PPSK and LYDOs, shall establish a system to monitor implementation and assess program impact.

SECTION 11. Implementing Rules and Regulations

The Implementing Rules and Regulations shall be formulated within sixty (60) days from effectivity.

SECTION 12. Separability Clause

If any provision is declared invalid, the remaining provisions shall remain in effect.

SECTION 13. Repealing Clause

All inconsistent ordinances or regulations are hereby repealed or modified.

SECTION 14. Effectivity

This Ordinance shall take effect upon approval and publication in accordance with law.



MINUTES OF THE MEETING

FEBRUARY 13, 2026

Present:

Honorable MJ Luinly D. Lumen	Presiding Officer/PSKF President
Honorable Daniel N. Ariaso Jr.	PSKF Vice President/Carigara
Honorable Mary Daniela L. Cubero	PSKF Secretary/Kananga
Honorable Mary Dwell Agner	PSKF Treasurer/Palo
Honorable Jeric Tumandao.	PSKF External PRO/Javier
Honorable Kyle C. Mesias	PSKF 1st District BOD/Tanauan
Honorable Eric Hingpis	PSKF 2nd District BOD/Barugo
Honorable Kyla Shannen T. Vidal	PSKF 5 th District BOD/Baybay
Honorable Courtney I. Viola	PSKF Auditor/San Isidro
Honorable Justine Merp G. Andrade	Burauen SK Federation President
Honorable Micah Bernal	Tabango SK Federation President
Honorable Jameson C. Madalina	Dagami SK Federation President
Honorable Joss Novem Labaclado	San Miguel SK Federation President
Honorable Jose Miguel Tinaya	Julita SK Federation President
Honorable Melliza Jane Traya	Abuyog SK Federation President
Honorable Reina Rose Dedal	Mahaplag SK Federation President
Honorable Ashley Noreen Diaz	Merida SK Federation President
Honorable Cecille Antoniette C. Sabrido	Hilongos SK Federation President
Honorable Charlze Jericho Duane A. Tan	Alang-Alang SK Federation President
Honorable Francis Charles T. Alvarez	Pastrana SK Federation President
Honorable Ralph Martin Egos	PSKF Sergeant at Arms/Mac Arthur
Honorable Nathaniel Katigbe	Inopacan SK Federation President
Honorable Adrian Paul Astorga	Hindang SK Federation President
Honorable Vianca Mae N. Familiar	Jaro SK Federation President
Honorable Dave Nidera	Capoocan SK Federation President
Honorable Vincent Maurice Garde	PSKF Sergeant at Arms/Matalom





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Absent:

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Honorable Carl Ernest Ponce

PSKF 3rd District BOD/Calubian

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Honorable Nellie Grace D. Dandan

PSKF Internal PRO/Leyte-Leyte

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Honorable Jude Vethimas

Babatngon SK Federation President

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Honorable Ericka Cabangunay

Javier SK Federation President

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Honorable Rile Veloso

Villaba SK Federation President

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Honorable Jasmine Prisno

TabonTabon SK Federation President

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Honorable Jerald Narga

Sta Fe SK Federation President

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Honorable Bernard Joey D. Mestula

Albuera SK Federation President

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Honorable Jia Adlawon

Bato SK Federation President

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Honorable Leo Van C. Delgado

Tunga SK Federation President

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Honorable Catherine R. Benjamin

Tolosa SK Federation President

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Honorable Ana Love D. Borden

Matag-ob SK Federation President

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Honorable Fionah B. Acompanado

La Paz SK Federation President

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Honorable Niña A. Caducio

Mayorga SK Federation President

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Honorable Manuelene Tee

Palompon SK Federation President

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A. CALL TO ORDER

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The meeting was called to order at exactly 3:35 PM at the L'Asuncion Hotel, Baybay City, Leyte

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B. INVOCATION

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The Invocation was led by Hon. Kyle Mesias

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C. NATIONAL ANTHEM

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The singing of the Philippine National Anthem was presented via AVR.

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D. LEYTE HYMN

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The singing of the Leyte Hymn was presented via AVR.

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E. ROLL CALL

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The PSKF Secretary, Hon. Mary Daniela L. Cubero called the roll and determined the presence of Twenty-six (26) Provincial Sangguniang Kabataan Federation Officers. The Chairman declared the presence of the quorum.

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F. READING OF MINUTES OF THE PREVIOUS MEETING

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- *Upon motion of Hon. Vidal, seconded en masse, the reading and approval of the minutes of the previous meeting held last September 12, 2025 along with the Discussion Summary of the SKLC last November 14-16, 2025 (deemed as the 4th Quarterly Meeting of the Provincial Federation) was waived, having been received by all members prior to this meeting.*

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G. COMMITTEE REPORTS

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H. FIRST READING AND REFERENCE OF BUSINESS

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1. ORDER OF BUSINESS:

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1. Consideration of Proposed Ordinances

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1.1 Youth Encounter Formation Training (YEFT) Program

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Presented for consideration is a proposed ordinance entitled *An Ordinance Institutionalizing the Youth Encounter Formation Training (YEFT) Program in All Municipalities and the Component City in the Province of Leyte and Appropriating Funds Therefor*. The measure seeks to establish a structured and sustainable youth formation program aimed at strengthening leadership development, values formation, and civic engagement among the youth, with corresponding fund appropriation to ensure effective implementation.

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- *Hon. Tumandao questioned what distinguishes this program from other similar programs already provided by the province.*

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- *Hon. Vidal asked if the program could be exclusive for SK officials, noting that SADE already has its own body.*

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- *Hon. Lumen clarified that the program will not be limited only to youth who are part of or familiar with SADE. While SK officials will be involved, the program will utilize the format of SADE, which is recognized as a flagship program of the province.*

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- *Hon. Mesias inquired whether the implementing body will be exclusive to SADE or if there will be other youth encounter programs.*

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- *Hon. Lumen responded that this matter will be addressed after the Provincial Youth Development Council (PYDC) meeting.*

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- *Hon. Ariaso suggested identifying the implementing bodies with specific functions and roles to clearly determine responsibilities.*

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- *Hon. Familiar recommended specifying the trainings or workshops that will be included for the YEFT.*

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- *Hon. Lumen stated that the enumeration of the trainings and workshops will be finalized after the PYDC meeting.*

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- *Hon. Astorga suggested that funding from the LYDO should also be included in the funding sources.*

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- *Hon. Lumen acknowledged and noted the suggestion.*

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- *Hon. Tinaya and Hon. Nidera asked about the specific funding amount required from each municipality or component city.*
- *Hon. Lumen explained that the figures and budget allocations will be finalized once the program design has been completed.*
- *Upon motion of Hon. Ariaso, the rules were suspended to give way to Mr. Rodel, the PYDO of Leyte, to further discuss the matter. The motion was seconded en masse.*
- *Mr. Rodel discussed the SADE involvement.*
- *Upon motion of Hon. Ariaso to lift the suspension of the rules, duly seconded en masse, the body returned to the regular order of business.*
- *By majority of the floor, the body approved the change of the program name to Youth Encounter Formation Training (YEFT): Sons and Daughters Encounter (SADE) Program.*
- *Upon motion of Hon. Astorga, seconded en masse, the body approved the passage of the resolution.*

1.2 Compulsory Technical Skills Training for Barangay and SK Officials

Presented for consideration is a proposed ordinance entitled *An Ordinance Mandating Compulsory Technical Skills Training on Computer Management and Document Management for All Barangay and Sangguniang Kabataan Officials in the Province of Leyte as a Prerequisite for the Administration of Their Oath of Office*. The ordinance aims to promote administrative efficiency, proper records management, and digital competence among local officials, thereby strengthening governance and accountability at the grassroots level.

- *Hon. Viola, Hon. Mesias, and Hon. Ariaso suggested that the provision should not be made a prerequisite as it may be difficult to implement. This suggestion was seconded by the majority of the body.*
- *Hon. Vidal suggested amending Section 7 (Funding) to include the LGU as a funding source.*
- *The majority of the body suggested removing the inclusion of the barangay and limiting the coverage of the ordinance to SK officials only.*
- *Hon. Lumen stated that the Department of the Interior and Local Government (DILG) already provides trainings under the BNEO, and suggested that a separate ordinance may be created to cater to trainings for future SK officials.*
- *Hon. Vidal suggested including the Budget Office, Accounting Office, and Provincial Information Office as implementing offices.*





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- *Hon. Bernal suggested amending Section 5 to provide for the issuance of certificates for the oath-taking, clarifying that SK officials may still take their oath even without completing the training, but will be required to undergo the training at a later time.*
- *The majority of the body suggested that the SKMT framework may be modified to accommodate this program.*
- *The majority of the body suggested deferring the matter and convening a PSKF Officers' Meeting to further discuss the proposed ordinance.*
- *Upon motion of Hon. Mesias, seconded en masse, the proposed ordinance was deferred for further improvement and refinement.*

1.3 Provincial "Tara Basa–Leyte" Literacy Support Program

Presented for consideration is a proposed ordinance entitled **An Ordinance Establishing the Provincial "Tara Basa–Leyte" Literacy Support Program, Utilizing Special Program for Employment of Students (SPES) Beneficiaries as Reading Tutors, and Providing Funds Therefor.** The measure seeks to address literacy gaps among learners by engaging SPES beneficiaries as reading tutors while promoting youth employment, educational support, and community involvement.

- *Hon. Hingpis inquired about the location of the program's implementation, asking whether it would be conducted in schools or gyms.*
- *Hon. Lumen responded that the implementation will take place within the communities; thus, no specific locations have been determined as of the moment. The majority of the body raised questions regarding the implementing offices and the allocated budget for the program.*
- *Hon. Lumen explained that the SPES budget will be utilized to cover the honorarium of the tutors.*
- *Hon. Mesias and Hon. Agner strongly suggested including specific qualifications for SPES participants who will serve as tutors.*
- *Hon. Hingpis suggested that a training be conducted prior to the employment of the tutors.*
- *Hon. Agner further suggested that the program should not be limited to SPES participants only, but may also include social workers.*
- *Upon motion of Hon. Familiar to pass the resolution, seconded en masse, the motion was approved by the body.*

2. Discussion of the Proposed Mental Health Assessment Tool

Presented for consideration is the proposed Mental Health Assessment Tool intended for use in youth-focused programs and activities of the Province. The discussion aims to assess its relevance, applicability, and effectiveness in evaluating the mental well-being of young individuals and its possible integration into existing youth development initiatives.





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- *Hon. Familiar discussed the Mental Health Assessment Tool utilizing the ILHZ CBMH Localized Client Flow, which serves as a guide for the proper identification, assessment, referral, and management of individuals experiencing mental health concerns within the community. The system outlines the step-by-step process of handling cases at the local level, ensuring coordination among barangay health workers, municipal health offices, and referral facilities for appropriate intervention and support.*
- *Hon. Familiar suggested that there should be a Psychological First Aid Training to SK Officials, and Student Leaders who will be the frontline referral for low-moderate risk client.*
- *Upon motion of Hon. Mesias to refer the matter to the Committee on Health, seconded en masse, the motion was approved by the body.*

3. SADE National Convention Preliminaries

Presented for consideration are the preliminary matters relative to the upcoming SADE National Convention, including initial preparations, participation guidelines, coordination requirements, and the proposed roles of the Provincial Sangguniang Kabataan Federation in ensuring meaningful youth representation and engagement.

- *Upon motion of Hon. Familiar to invite the resource speaker, seconded en masse, the motion was approved by the body.*
- *Mr. Rodel discussed the upcoming SADE Convention, announcing that Leyte will serve as the host province. He stated that the SADE Convention is scheduled on July 11-12, 2026, while the National Convention is tentatively set on August 21-23, 2026. He also emphasized that the event will be open to all youth and will not be limited to SADE members only.*
- *The discussion was noted by the majority of the body.*

4. Discussion of the Proposed PPSK Turnover Orientation

Presented for consideration is the discussion on the proposed PPSK Turnover Orientation intended to ensure a smooth and orderly transition of responsibilities among outgoing and incoming federation officers. The discussion will focus on its scope, content, and schedule, with emphasis on institutional continuity and effective governance.

- *Hon. Lumen discussed that there will be a turnover orientation, and that an exit conference is expected to be conducted around August or September. An orientation with DILG will be conducted as well.*





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245 **I. OTHER MATTERS**

246 *1. NONE*

247 **J. ADJOURNMENT**

248 *2. Hon. Tan moved for the adjournment of the session, seconded en masse.*

249 The meeting was adjourned at 5:22 PM.

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252 Prepared by:

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255 HON. MARY DANIELA L. CUBERO

256 PSKF SECRETARY

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258 Approved by:

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262 HON. MJ LUNLY D. LUMEN

263 PSKF PRESIDENT

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MINUTES OF THE MEETING

MARCH 14, 2026

Present:

Honorable MJ Luinly D. Lumen	Presiding Officer/PSKF President
Rodel S. Catapal	PYDO/PYDC Secretary
John Michael Leona	
Jericho Sacris	
Lilian Villote	
Christian Rey Olegario	
Jun Arther Superable	
Gianna Andrea Guiron	
Christian Menard Jimenez	
Joshua Francis Jabar	
Greeneth May Torres	
Pearl Alle Rose Varona	
Jon Ivan Torreros	
Graydelle Janzy Cahayag	
Arnel Lopez	
Nicole Pedrera	
Venusto Cyrus Elardo III	
Joe Gene Dumangas	

Absent:

A. CALL TO ORDER

The meeting was called to order at exactly 3:27 PM at the Provincial Youth Development Office Palo, Leyte

B. INVOCATION

The Invocation was led by John Michael Leona.

C. NATIONAL ANTHEM

The singing of the Philippine National Anthem was presented via AVR.





33 **D. LEYTE HYMN**

34 The singing of the Leyte Hymn was presented via AVR.

35 **E. ROLL CALL**

36 The PYDC Secretary, Mr. Rodel S. Catapal called the roll and determined the
37 presence of Seventeen (17) Provincial Youth Development Council Officers and
38 Members. The Chairman declared the presence of the quorum.

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40 **F. READING OF MINUTES OF THE PREVIOUS MEETING**

41 - *Upon motion of Hon. Lumen, seconded en masse, the reading and approval*
42 *of the minutes of the previous meeting held last July 27, 2025 as the 3rd*
43 *Quarterly Meeting of the Provincial Youth Development Council was*
44 *waived, having been received by all members prior to this meeting.*

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46 **G. COMMITTEE REPORTS**

47 **H. FIRST READING AND REFERENCE OF BUSINESS**

48 **1. ORDER OF BUSINESS:**

49 **1. Consideration of Proposed Ordinances**

50 **1.1 Youth Encounter Formation Training (YEFT) Program**

51 Presented for consideration is a proposed ordinance entitled *An Ordinance*
52 *Institutionalizing the Youth Encounter Formation Training (YEFT) Program in*
53 *All Municipalities and the Component City in the Province of Leyte and*
54 *Appropriating Funds Therefor*. The measure seeks to establish a structured and
55 sustainable youth formation program aimed at strengthening leadership
56 development, values formation, and civic engagement among the youth, with
57 corresponding fund appropriation to ensure effective implementation.

58 - *Hon. Lumen discussed the concerns of the ordinance from the recent PPSK 1st*
59 *quarter meeting.*

60 - *Mr. Leona and Ms. Cahayag clarified that the name in official receipts, banks,*
61 *and other official papers SADE Leyte Inc. is always being put on or like*
62 *recognized or something especially in SEC and SP*

63 - *Mr. Leona questioned if the funds for YEFT should be sourced from*
64 *Barangay/Municipal SK not included in section 9.*

65 - *Mr. Superable suggested it could also be sourced from GAD budget*

66 - *Hon. Lumen acknowledged and noted the suggestions*

67 - *Hon. Lumen explained about the challenges for sourcing funds in the*
68 *federation level.*

69 - *Mr. Leona suggested it could also be sourced from MPO and MSWDO budget*

70 - *Hon. Lumen acknowledged and noted the suggestions.*





- 71 - Ms. Cahayag raised a motion to revise one of the provisions stating that SADE
72 Leyte Inc. will be the implementing agency of the Youth Encounter Formation
73 Training.
- 74 - Hon. Lumen acknowledged and noted this motion.
- 75 - Hon. Lumen added that 1st quarter after the election, the federation should
76 conduct YEFT but yet to identify if it is lawful.
- 77 - Ms. Cahayag suggested to make it a resolution instead by institutionalizing
78 the conduct of YEFT on the 1st quarter.
- 79 - Hon. Lumen clarified that it will not be made a resolution because it might
80 not be implemented after the end of their term. An ordinance is the best option
- 81 - Ms. Cahayag raised a motion to revise Section 7 letter B that before the PPSK
82 assist for mobilization; they should undergo the training first.
- 83 - Mr. Catapal added that it will be a part of the continuing training after SKMT
- 84 - Ms. Cahayag raised a motion to revise Section 7 letter E that it should be
85 SADE Leyte Inc. and it should not be "...as a technical and formation
86 partner" but "... as implementing agency and/or partner". Number 1 should
87 be revised to "Conduct and facilitate the three-day values formation
88 training". Number 2 should be revised to "Support the development of
89 program modules, formation activities, and learning materials consistent
90 program objectives." Lastly, for number 3 "Collaborate with the Provincial
91 Government and/or LGUs in maintaining the integrity and formation
92 approach of the YEFT."
- 93 - Mr. Catapal clarified that it should be defined that from the PLGU and LGU
94 it must be under the LYDO if ever there will be a change of LYDO in the
95 municipal level, they will know that it is part of their function in their office.
- 96 - Hon. Lumen acknowledged the motion and suggestions and added that it
97 should also be the same with SKs referring to Section 7 letter B.
- 98 - Ms. Cahayag asked what kind of program design is needed
- 99 - Mr. Leona suggested that the contents of program design may only contain
100 the steps from the SADE module and don't need to emphasize each topic.
- 101 - Mr. Catapal stated that there is already an existing program design similar to
102 what is being asked.
- 103 - Mr. Catapal added that regarding the budgetary requirements will depend on
104 the LGUs.
- 105 - Ms. Cahayag stated that it will matter during negotiations.
- 106 - Hon. Lumen asked Ms. Cahayag to add the calendar of activities of SADE
107 Leyte Inc. in the program design.
- 108 - Hon. Lumen asked Ms. Cahayag to add the calendar of activities of SADE -
109 Leyte Inc. in the program design.
- 110 - Mr. Superable inquired if it is possible that there will be an allocated fund
111 for YEFT if ever it becomes institutionalized just like other Institutionalized
112 CSOs who has a separate fund.





- 113 - *Hon. Lumen explained that it will be a challenge because under the funding*
114 *source, the Provincial Youth Development Office will be the one that will be*
115 *funded.*
- 116 - *Hon. Lumen added that regarding the municipal level, it will be under the*
117 *LYDOs and if they don't have one, it will be under the SK Fund.*
118 *Hon. Lumen clarified that the ordinance will still be reviewed under the*
119 *Committee on Rules of SP.*
- 120 - *Mr. Leona mentioned that the Governor wanted SADE Leyte Inc. to be*
121 *detached from the PLGU however, the organization will still submit an*
122 *annual budget proposal. Basically, the province will still fund through*
123 *Financial Assistance but the budget must only be focused to conduct YEFT.*
124 *Through FA, the budget will go be given to the PYDO and then to SADE*
125 *Leyte Inc.*
- 126 - *Mr. Leona clarified that YEFT SADE Leyte Inc., will not probably be a*
127 *stand-alone org anymore since it is going to be institutionalized and be*
128 *adapted to the municipalities.*
- 129 - *Hon. Lumen clarified that the funding source will be as is and will update*
130 *the thoughts of Committee on Rules to the resolution*
- 131 - *By majority of the floor, the body approved the endorsement of revised*
132 *proposed ordinance consolidated from the SK Federation of Leyte and the*
133 *PYDC*
- 134 - *Upon motion of Mr. Jimenez, seconded en masse, the body approved the*
135 *revised proposed ordinance*
- 136

1.2 Compulsory Technical Skills Training for Barangay and SK Officials

137
138
139 Presented for consideration is a proposed ordinance entitled *An Ordinance*
140 *Mandating Compulsory Technical Skills Training on Computer Management*
141 *and Document Management for All Barangay and Sangguniang Kabataan*
142 *Officials in the Province of Leyte as a Prerequisite for the Administration of Their*
143 *Oath of Office.* The ordinance aims to promote administrative efficiency, proper
144 records management, and digital competence among local officials, thereby
145 strengthening governance and accountability at the grassroots level.

- 146
- 147 - *Hon. Lumen further discussed the ordinance*
- 148 - *Mr. Catapal stated that it will be better to pitch this ordinance to the National*
149 *Youth Commission since they are the ones who gives endorsement to the*
150 *DILG. They are also finalizing the modification of the SKMT*
- 151 - *Hon. Lumen acknowledged and took note on this.*
- 152 - *Hon. Lumen stated that the PYDC and SK Federation will create the*
153 *resolution for endorsement*
- 154 - *Mr. Leona clarified that the PYDC's purpose is more on overseeing and*
155 *supporting, it will be better if the SK federation will be the one to create and*
156 *endorse the resolution*
- 157 - *Hon. Lumen responded that PYDC is a policy making body and creating*
158 *alongside the resolution is already a way of showing support and strengthens*
159 *the endorsement*
- 160 - *Mr. Jimenez inquired if this training is separated from the SKMT/MT*





- 161 - *Hon. Lumen responded that the first option, if the resolution will be heard by*
162 *the NYC and the national level of DILG to create another module for an MI*
163 *for this to be implemented to all of the LGUs. Second option is that there will*
164 *be a training but it will not be mandatory similar to the first mentioned*
165 *ordinance about YEFT*
166 - *Mr. Catapal clarified that it should be submitted to NYC Visayas first*
167 - *Upon motion of Ms. Cahayag to endorse a resolution the National Youth*
168 *Commission and DILG National to consider ordinance, seconded en masse,*
169 *the motion was approved by the body.*
174

1.3 Provincial “Tara Basa–Leyte” Literacy Support Program

175 Presented for consideration is a proposed ordinance entitled An Ordinance
176 Establishing the Provincial “Tara Basa–Leyte” Literacy Support Program,
177 Utilizing Special Program for Employment of Students (SPES) Beneficiaries
178 as Reading Tutors, and Providing Funds Therefor. The measure seeks to address
179 literacy gaps among learners by engaging SPES beneficiaries as reading tutors
180 while promoting youth employment, educational support, and community
181 involvement.
182

- 183
184 - *Hon. Lumen further discussed the ordinance*
185 - *Mr. Catapal inquired under what agency is the program to which the body*
186 *answered that it is under DSWD*
187 - *Mr. Catapal also inquired the criteria to being a part of the program*
188 - *Ms. Cahayag responded that 2nd – 4th year students that has flexible class*
189 *schedule are qualified and they will also be trained prior deployment*
190 - *Mr. Catapal clarified that the salary of tutors will be coming from the SPES*
191 *funds*
192 - *Hon. Lumen explained that other funds will only be used for trainings and*
193 *materials needed for the tutors*
194 - *Mr. Catapal asked if under what department will handle this program, to*
195 *which the body answered that it will be under PSWDO*
196 - *Mr. Leona stated that the training materials and the training itself can be*
197 *charged to the PSWDO’s fund, meanwhile for the salary, it will be from the*
198 *SPES fund*
199 - *Mr. Catapal inquires if there will be an allocated budget for SPES from*
200 *PSWDO since he’s the one in charge for the SPES budget*
201 - *Mr. Leona responded that a collaboration could happen with PESO wherein*
202 *hypothetically, out of 60 SPES beneficiaries, 10 will be allocated to be*
203 *assigned for Tara-Basa*
204 - *Mr. Catapal asked if is not possible that it will be under the PYDO so that*
205 *there is more control from the SK office since the beneficiaries are also youth,*
206 *funding could be from the SK or PPO*
207 - *Hon. Lumen responded that it will be difficult if it will be under the SK since*
208 *there is no fund on the province level for this program*
209 - *Mr. Leona clarified that the SK just paved the way in order for all*
210 *municipalities have Tara-basa but the one implementing it will be the DSWD*





- 211 - Mr. Leona suggested that it will be better that they should consult the PSWDO
212 and PESO regarding this matter
-
- 213 - Hon. Lumen acknowledged the suggestion and mentioned that he already
214 scheduled a meeting with the Regional Program Coordinator for Tara-Basa
215 - Ms. Cahayag suggested that before consulting with provincial offices, they
216 should start with the regional offices
217 - Hon. Lumen acknowledged the suggestion
218 - Upon motion of Mr. Jimenez to endorse the ordinance to the Sangguniang
219 Panlalawigan of Leyte, seconded en masse, the motion was approved by the
220 body

2. Discussion of the Proposed Mental Health Assessment Tool

222 Presented for consideration is the proposed Mental Health Assessment Tool
223 intended for use in youth-focused programs and activities of the Province. The
224 discussion aims to assess its relevance, applicability, and effectiveness in evaluating
225 the mental well-being of young individuals and its possible integration into existing
226 youth development initiatives.
227
228

- 229
- 230 - Hon. Lumen further discussed the ILHZ CBMH Localized Client Flow to the
231 council
 - 232 - Hon. Lumen asked the body if it will be allowed to the SK officials, they will have
233 50 slots but will prioritize the SSC in schools
 - 234 - Mr. Leona responded that students will graduate eventually or most of the SSC
235 officials are graduating students, why not identify people from the school like
236 Guidance Counselors
 - 237 - Hon. Lumen suggested that what if the newly elected officers will undergo
238 Psychological First Aid Training, however they must be fully committed to those
239 that will undergo the said training
 - 240 - Mr. Leona suggested that why not allot slots for existing organizations in the PYDC
241 since it could also focus on community-based not only school-based
 - 242 - Hon. Lumen responded that the training will not be a one-time thing only
 - 243 - Hon. Lumen asked if who in the PYDC will help make a team for the creation of
244 Mental Health Assessment Tool
 - 245 - Mr. Leona suggested to try asking from the DepEd Division of Leyte the list of
246 Guidance Counselors
 - 247 - Hon. Lumen stated that the training should not be limited with SSC officers only
248 and should be open to all students who are willing to be committed and could make
249 an organization dedicated to that
 - 250 - Mr. Jimenez asked if will it be only in schools because a specific youth org in the
251 community that also wanted to focus on topics like mental health
 - 252 - Hon. Lumen responded that community-based youth orgs are welcome to do so but
253 the priority will focus on schools first
- 254
255





256 **3. SADE National Convention Preliminaries**

257 Presented for consideration are the preliminary matters relative to the upcoming SADE
258 National Convention, including initial preparations, participation guidelines, coordination
259 requirements, and the proposed roles of the Provincial Sangguniang Kabataan Federation
260 in ensuring meaningful youth representation and engagement.
261

262
263 **4. Discussion of the Proposed PPSK Turnover Orientation**

264 Presented for consideration is the discussion on the proposed PPSK Turnover
265 Orientation intended to ensure a smooth and orderly transition of responsibilities among
266 outgoing and incoming federation officers. The discussion will focus on its scope,
267 content, and schedule, with emphasis on institutional continuity and effective
268 governance.
269


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273
274 **I. OTHER MATTERS**

275 *I. NONE*

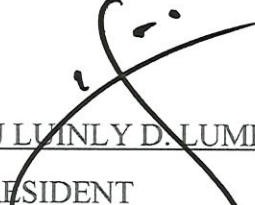
276 **J. ADJOURNMENT**

277 1. The meeting was adjourned at 5:33 PM.

278
279 Prepared by:

280
281 
282 MR. RODEL S. CATAPAL
283
284 PYDC SECRETARY
285

286 Approved by:

287 
288
289 HON. MJ LUMINLY D. LUMEN
290
291 PSKF PRESIDENT
292
293

