



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

30 JAN 2026

DIVISION MEMORANDUM
No. **074**, s. 2026

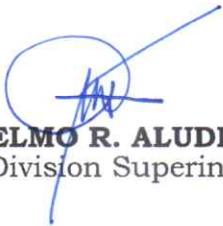
PROVINCIAL LITTLE OFFICIALS PROGRAM

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
All Public Elementary School Heads
All Others Concerned

1. As part of the 208th Foundation Anniversary of Ilocos Norte, the Provincial Government will conduct the Provincial Little Officials Program on February 2 and 3, 2026.
2. The activity aims to provide learners with a meaningful opportunity to witness the actual deliberation of ordinances and resolutions during the regular legislative sessions, thereby strengthening their understanding of governance, civic engagement, and public service.
3. The participants in this activity are the following:

No.	Learner/Grade Level	School	Adviser SELG
1.	B'journe Czeth Layus Grade 6	Baay Elementary School	Jeff P. Pungtilan
2.	Shalom Rendel R. Sair Grade 6	Benigno Macadaeg Memorial ES	Lea T. Camangeg
3.	Keizer Dwayne P. Pagtama Grade 6	Tabug Elementary School	Nerissa Joy B. Reyes
4.	Christelo Jao S. Balmores Grade 6	Biningan Elementary School	Darrelle Joy M. Taclan
5.	Derick Jonash L. Urnos Grade 6	Baoa Elementary School	Bernadette B. Serenio

4. School heads are requested to implement necessary administrative arrangements to ensure learning continuity for the subjects handled by teachers attending the activity.
5. Attached are the Letter from the Ilocos Norte Youth Development Office and event guide for reference.
6. This Memorandum shall serve as the authority to travel of the teacher-participants.
7. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent



DepEd Batac City



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City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

Encl.: as stated
Reference: Letter from INYDO
To be included in the Perpetual Index
Under the following subject:

Celebration
Leadership

JDO/Provincial Little Officials
2601495/26030/January 28, 2026



Republic of the Philippines
PROVINCE OF ILOCOS NORTE



ILOCOS NORTE YOUTH DEVELOPMENT OFFICE

January 27, 2026

Mr. ANSELMO R. ALUDINO
Schools Division Superintendent
Department of Education-Division of City of Batac

Dear Mr. Aludino,

As part of the celebration of the 208th Foundation Anniversary of the Province of Ilocos Norte, one of the key activities of the Provincial Government is the selection and designation of Provincial Little Officials who will serve as counterparts of the elected Provincial Officials of the province.

In line with this, we respectfully invite pupils from your Schools Division to participate in the Provincial Little Officials Program, which will be conducted on February 2 and 3, 2026. This activity aims to provide learners with a meaningful opportunity to witness the actual deliberation of ordinances and resolutions during the regular legislative sessions, thereby strengthening their understanding of governance, civic engagement, and public service.

Relative to this undertaking, we wish to recall that an initial planning and coordinative meeting was conducted on January 21, 2026, with the representatives of the different Schools Divisions of the Department of Education in the Province of Ilocos Norte. During the said meeting, the Provincial Government of Ilocos Norte and the DepEd Schools Divisions mutually agreed that the Provincial Little Officials shall be selected from various schools under DepEd to ensure inclusive representation across the province.

We firmly believe that this legislative immersion will serve as a transformative learning experience and will inspire our learners to become principled, engaged, and service-oriented leaders in the future. We look forward to your favorable response and continued partnership as we work together in nurturing the next generation of leaders of Ilocos Norte.

Should you have any questions or require further information, you may coordinate with Mr. Ar Jay Morillos at 0905 566 8066 or through telephone number (077) 773-2642, or via email at ilocosnorte.ydo@gmail.com.

Thank you for your continued support and cooperation.

Arapaap ni Agtutubo, Sigurado a Magun-od!

Respectfully yours,


WILLIE JAKE B. SIB-AT
Youth Development Officer IV



Republic of the Philippines
PROVINCE OF ILOCOS NORTE

ILOCOS NORTE YOUTH DEVELOPMENT OFFICE

Event Guide: Provincial Little Officials

DAY 1: February 2, 2026

Schedule & Arrival

- **Call Time: 7:30 AM sharp.**
Note: Punctuality is a key trait of a public servant. Please arrive early to allow time for registration and briefing.
- **Assembly Point:** Provincial Capitol Grounds.
- **Activity:** Official presentation and photoshoot

Dress Code

Participants are expected to wear:

- Smart Casual (e.g., Short sleeve Barong Tagalog, Filipiniana, or appropriate Sunday Dress).
Note: Not too formal.

Figure no. 1: Dress Code guide



Guardian/Companion Policy

To manage the venue's capacity and maintain order during the Program ceremony:

- **Maximum of two (2) guardian/companion** per Little Official.
- Guardian/Companion are requested to stay in the designated area. Due to limited seats, priority seats are given to the Little Officials.

DAY 2: February 3, 2026

Schedule & Arrival

- **Call Time:** 1:00 PM sharp.
- **Assembly Point:** Sangguniang Panlalawigan Session Hall.

Dress Code

Participants are expected to wear:

- Smart Casual (e.g., Short sleeve Barong Tagalog, Filipiniana, or appropriate Sunday Dress).

Note: Not too formal. (See figure no.1)

Guardian/Companion Policy

To manage the venue's capacity and maintain order during the Program ceremony:

- Maximum of two (1) guardian/companion per Little Official.
- Guardian/Companion are requested to stay in the designated seating area.

Activities:

A. The Capitol Discovery Tour

- Little Officials will be given an exclusive guided tour of the Provincial Capitol.
- Executive Offices: A visit to the Governor's and Vice-Governor's offices.

B. Immersion

- The Session Hall: A chance to see where provincial laws and ordinances are debated.

C. The Awarding Ceremony

- To conclude this prestigious event, a formal Awarding Ceremony will be held at the Sangguniang Panlalawigan Session Hall.

Reminders for Participants

1. **Check the Weather:** Since we are meeting at the Capitol Grounds, please check the forecast. You may want to bring an umbrella just in case.
2. **Conduct:** You are representing your school and community. We expect the highest level of courtesy and respect toward fellow officials and staff.
3. **Photos:** There will be a designated time for group photos and individual shots with the Provincial officials.
4. **What to Bring:** A refillable water bottle to stay hydrated and a small notebook and pen for taking notes during the orientation and lecture.
5. **Food:** Food shall be provided on Day 1. Food on Day 2 shall still be confirmed with the Sangguniang Panlalawigan. Notice will be given once there's a confirmation.

Contact Information: If you have any trouble finding the location or are running late, please contact **AR JAY MORALLOS** at **0905 566 8066**.