



25-39965

Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0263

To : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, Schools Governance and Operations Division
All Public and Private Secondary School Heads

Subject: **THE LITTLE OFFICIAL**

Date : June 10, 2025

Attached is the letter from the Office of the City Mayor through the City Youth Development Section dated June 9, 2025, inviting students within the Division of Panabo City to participate in the search for **The Little Official**.

The deadline for the submission of requirements shall be on July 7, 2025.

Further, the required documents and pertinent details are enclosed for reference.

For your guidance and information.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

JUN 10 2025

Enclosed.: As stated.
SGOD/aba/jrm

RECORDS SECTION SGOD PANABO CITY

BY 



Schools Division Office of Panabo City
City Hall Compound, Km. 31, JP Laurel, Panabo City
Tel. No. (084)8231469
Email: panabocity.division@deped.gov.ph



Republic of the Philippines
Province of Davao del Norte

CITY OF PANABO

CITY YOUTH DEVELOPMENT SECTION

*Service to Panaboans
Service to God*

39848 SMS

June 9, 2025

DR. JINKY B. FIRMAN, CESO VI
Schools Division Superintendent
Panabo City



Ma'am:

Youthful greetings of peace and unity!

On **August 18-23, 2025**, the City Mayor's Office through the City Youth Development Section, will have its celebration for the *Linggo ng Kabataan 2025* or likewise declared as the *Panabo City Youth Festival* as mandated in the *City Ordinance No. 03-2023* with the theme: "*Youth Empowerment for a Sustainable Future*". with this, we will be holding a special activity entitled "**The Little Official**" — a youth leadership simulation event that aims to develop awareness, responsibility, and civic engagement among our young citizens.

This initiative will give selected students the unique opportunity to experience and understand the roles of our local government officials by assuming their positions for the whole duration of the event. It also seeks to encourage active youth participation in governance and community development.

We are respectfully inviting your office to allow the participation of student representatives from public and private schools within your division. The event screening is scheduled as follows:

Date: July 16, 2025

Time: 8:00 am -5:00 pm

Venue: New City Hall, 3rd Floor, Function Hall, Brgy. J.P Laurel, Panabo City

Participation Requirements:

1. Endorsement Letter addressed to the City Mayor Hon. Jose E. Relampagos thru the City Youth Development Office II/OIC, Lester John B. Bulfango, LPT,CHRA. The letter must be signed by the adviser and school principal.
2. Scan Copy of Certificate of Candidacy (COC) to be downloaded to this link: <https://tinyurl.com/2uz2vnb7>
3. Scan Copy of birth certificate.
4. Scan Copy of Certificates.
5. Scan Copy of school ID of the nominee with 3 fresh signatures.
6. Must FOLLOW & LIKE the facebook page of Panabo City Youth Development Office (PCYDO) provide screenshot.

Note: Scan all the requirements and compile in (1)one pdf file and send to our email: lydopanabocity@gmail.com

Subject Name: *City Little Official Applicant*

File Name: *Last Name (Ex. Gonzales File)*





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Submission of requirements of participating students and their documents to be submitted on or before **July 7, 2025**.

We hope for your favorable response and support in encouraging our young leaders to take part in this meaningful activity. Should you have any questions and concerns you may contact us **0961-672-3442** or email us **lydopanabocity@gmail.com**.

Thank you very much for your continued support in shaping the future of our youth. We look forward to celebrating Linggo ng Kabataan 2025 with your active participation.

Respectfully,

LESTER JOHN B. BULFANGO, LPT, CHRA
Youth Development Officer II/OIC

Noted by,

JO-ANNE RELAMPAGOS-CAPUYAN
Executive Secretary



CERTIFICATE OF CANDIDACY

I hereby announce my candidacy for the position of _____ of the **City Little Official 2025** during **Panabo City Youth Festival: Linggo ng Kabataan Celebration** with the **theme: “Youth Empowerment for a Sustainable Future”** in Panabo City,

Desired Position: (1) City Little Mayor, (1) City Little Vice Mayor,(13) City Little Councilor, (1) DILG, (1) Executive Secretary IV, (1) Executive Secretary III.

Last Name	
First Name	
Middle Name	
Complete Address	
Gender	
Age	
Contact Number	
School	

I hereby certify that the facts stated herein are true and correct to the best of my knowledge.

SIGNATURE OF CANDIDATE OVER PRINTED NAME

PARENT’S CONSENT

I am allowing my son/daughter to run for his/her announced position for the upcoming City Little Official 2025 during Panabo City Youth Festival: Linggo ng Kabataan Celebration.

SIGNATURE OF PARENT OVER PRINTED NAME

Approved by:

Noted by:

ADVISER

PRINCIPAL

