



Republic of the Philippines  
**Department of Education**  
CARAGA REGION  
**SCHOOLS DIVISION OF SIARGAO**



**DIVISION MEMORANDUM**

No. **08-250** s, 2026

To: Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads, Public Elementary and Secondary Schools  
All Others Concerned

**PARTICIPATION IN THE YOUNG INTELLECTUAL PROPERTY ADVOCATES (YIPA)  
TREKS IP PROGRAM AND COORDINATION MEETING WITH IPOPHL**

1. The field is hereby informed of the invitation by the Surigao del Norte State University (SNSU) – Del Carmen Campus, in coordination with the Intellectual Property Office of the Philippines (IPOPHL), for the participation of selected secondary schools in the Young Intellectual Property Advocates (YIPA) TREKS IP Program and Coordination Meeting with IPOPHL, to be held on September 3–4, 2026, at the SNSU Del Carmen Campus, Del Carmen, Surigao del Norte.

2. The activity aims to enhance the awareness and understanding of learners and teachers on intellectual property rights, promote respect for creativity and innovation, and develop young advocates who can help foster intellectual property awareness and responsible use of creative works in their respective schools and communities.

3. The identified participants shall include representatives from the selected secondary schools and three (3) identified Division Office personnel, all of whom are required to register through the official registration form at <https://tinyurl.com/43cr9ry5>.

**A. School Participants**

| Date              | Name of School       | Teacher Participant | Student-Participants | Total |
|-------------------|----------------------|---------------------|----------------------|-------|
| September 4, 2026 | Del Carmen NHS       | 1                   | 3                    | 40    |
|                   | Pilar NHS            | 1                   | 3                    |       |
|                   | Oguing NMHS          | 1                   | 3                    |       |
|                   | Mariano Matugas MNHS | 1                   | 3                    |       |





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|  |                  |   |   |  |
|--|------------------|---|---|--|
|  | San Benito NHS   | 1 | 3 |  |
|  | Dapa NHS         | 1 | 3 |  |
|  | Siargao NSHS     | 1 | 3 |  |
|  | General Luna NHS | 1 | 3 |  |
|  | Sapao NHS        | 1 | 3 |  |
|  | San Isidro NHS   | 1 | 3 |  |

**B. Division Office Participants**

| Date              | Name                    | Position   | Office |
|-------------------|-------------------------|------------|--------|
| September 3, 2026 | Reneir S. Oraliza       | SEPS – P&R | SGOD   |
|                   | Luz Sandra R. Fernandez | EPS - TLE  | CID    |
|                   | Neniel E. Dumanjog      | EPS - LR   | CID    |

4. Travel expenses of the participating teachers and students shall be charged against the School MOOE and/or other available school funds, while the travel expenses of the participating Division Office personnel shall be charged against the Division MOOE/Funds, subject to the usual accounting and auditing rules and regulations and other applicable government financial management guidelines.

5. Immediate and wide dissemination of this Memorandum is desired.

**MANUEL O. CABERTE**  
 Schools Division Superintendent

Encl: None

Reference: Invitation Letter from SNSU – Del Carmen Campus in coordination with IPOPHL  
 To be indicated in the Perpetual Index under the following subjects:

**IPOPHL INVITATION SUMMIT**

CID/ned  
 08/25/2026

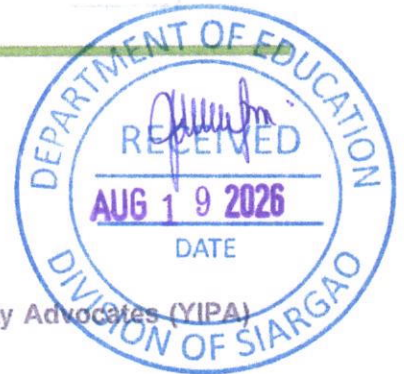


Republic of the Philippines  
**SURIGAO DEL NORTE STATE UNIVERSITY**  
Narciso Street, Surigao City 8400, Philippines



August 17, 2026

**DR. MANUEL O. CABERTE**  
Schools Division Superintendent  
Schools Division of Siargao  
Dapa, Surigao del Norte



**Subject: Invitation to Participate in the Young Intellectual Property Advocates (YIPA) TREKS IP Program and Coordination Meeting with IPOPHL**

Dear Dr. Caberte:

Greetings from Surigao del Norte State University, "Marajaw Karajaw na Adlaw."

The Intellectual Property Office of the Philippines (IPOPHL), in collaboration with the Innovation and Technology Support Office (ITSO) of Surigao del Norte State University (SNSU), will conduct three of its flagship intellectual property (IP) awareness programs under the umbrella event entitled: **MUGNA Surigao del Norte 2026, "Pagpalambo sa Lokal nga Binuhat ug Inobasyon": An Intellectual Property Summit**. The overarching event will run from **September 2 to 4, 2026**, at the **Del Carmen Campus SNSU, Del Carmen, Surigao del Norte**. The featured initiatives include the **Raise the Economy by Acquiring Protection (REAP) IP Awareness Seminar**, the **Origin-Based Branding Seminar (Introduction to Geographical Indications)**, and the **Young Intellectual Property Advocates (YIPA) Program**.

One of the highlighted initiatives for this summit is the **YIPA TREKS IP (Youth IP Awareness Program)**. As part of IPOPHL's commitment to fostering innovation among the youth, this program is designed specifically for secondary schools in the province. The YIPA Program equips schools with the necessary tools to promote IP education and empowers students to value their own creations while respecting the rights of others. Furthermore, it provides a fun, interactive, and creative approach to learning about intellectual property, forming a core part of IPOPHL's broader innovation strategy to harness youth talent in addressing societal challenges.

In this regard, we respectfully request your endorsement and invite the Junior and Senior High Schools under the **Schools Division of Siargao** to participate in this vital program. To ensure an engaging and manageable workshop environment, we are targeting an attendance of **one (1) Teacher and three (3) Students per participating school**. The YIPA program for these participants will be held specifically on **September 4, 2026**, at the **SNSU Del Carmen Campus**.

**Additionally, we would like to formally invite at least three (3) division officials** to join us on **September 3, 2026**, for a separate, dedicated discussion. This session will focus on the future crafting and integration of an Intellectual Property Policy specifically tailored for your DepEd Division.

**Please be informed that the participants will be provided with AM Snacks, Lunch, and PM Snacks at the venue. All other expenses incurred, such as transportation, other meals, and accommodation, shall be covered by the participating schools or the participants themselves.**

To formally present these initiatives and discuss how we can align them with your division's goals for youth development, we would like to request a courtesy visit to your office on **August 20, 2026**.



Republic of the Philippines  
**SURIGAO DEL NORTE STATE UNIVERSITY**  
Narciso Street, Surigao City 8400, Philippines



Should you have any inquiries or require additional information, you may contact the ITSO through [its@ssct.edu.ph](mailto:its@ssct.edu.ph) or +63 977 329 8116.

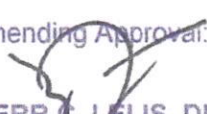
For your reference, we have attached the tentative program details of the proposed Intellectual Property Awareness Activities.

We look forward to your favorable response and the participation of your representatives in this meaningful initiative. Thank you for your continued support in advancing innovation and intellectual property awareness in the Province of Surigao del Norte.

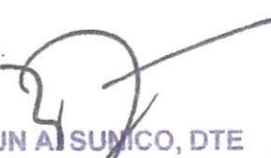
Respectfully yours,

  
**MARK NICKO E. PAQUIBOT**  
ITSO Manager

Recommending Approval:

  
**CHEYSERR C. LELIS, DHM**  
University Innovation Director

Approved:

  
**ROMY JUN A. SUMICO, DTE**  
Vice President for Research, Innovation and Extension

## PROGRAMME

**September 2, 2026**

|         |                                                                                                                                                                                                                                                                                                                                                 |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                                                                                                                                                                                                                                                                                                                                                 |
| 8:30am  | Registration                                                                                                                                                                                                                                                                                                                                    |
| 9:00am  | Invocation<br>National Anthem                                                                                                                                                                                                                                                                                                                   |
| 9:05am  | Opening Message<br><b>Dir. Ralph Jarvis H. Alindogan, J.D., MBA, CESE</b><br>DITTB, IPOPHL                                                                                                                                                                                                                                                      |
| 9:10am  | Message of Support<br><b>Governor of Surigao del Norte</b>                                                                                                                                                                                                                                                                                      |
| 9:15am  | Overview of the IP System and Programs/Services<br><b>MARINEL V. GANITNIT</b><br>IPMCD-DITTB                                                                                                                                                                                                                                                    |
| 10:00am | Protecting your IP's: Patent, Utility Model and Industrial Design<br><b>LEA GARAY</b><br>IP Field Specialist<br>IPROD-DITTB                                                                                                                                                                                                                     |
| 11:00am | Protecting your IP's: Trademark and Introduction to Geographical Indication<br><b>EMMELINA C. MASANQUE</b><br>Assistant Division Chief<br>IPMCD-DITTB                                                                                                                                                                                           |
| 12:00nn | LUNCH                                                                                                                                                                                                                                                                                                                                           |
| 1:30pm  | Protecting your IP's: Copyright<br><b>JOSEPHINE J. SANTIAGO</b><br>Information Officer II<br>IPMCD-DITTB                                                                                                                                                                                                                                        |
| 2:00pm  | Intellectual Property Enforcement<br><b>Atty. REGGIE ANNE D. PAMATIAN</b><br>Division Chief/Intellectual Property Rights Specialist V<br>Enforcement Division (ED) - Office of the Director General<br><br><b>JANETTE J. PAYOYO</b><br>Intellectual Property Rights Specialist II<br>Enforcement Division (ED) – Office of the Director General |
| 3:00pm  | Q & A                                                                                                                                                                                                                                                                                                                                           |

**September 3, 2026**

|        |                                                          |
|--------|----------------------------------------------------------|
|        |                                                          |
| 8:30am | Registration                                             |
| 9:00am | Invocation<br>National Anthem                            |
| 9:05am | Opening Message<br><b>Dir. Ralph Jarvis H. Alindogan</b> |

|         |                                                                                                                                                                                                                                                                                                                                                 |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         | DITTB, IPOPHL                                                                                                                                                                                                                                                                                                                                   |
| 9:10am  | Message of Support<br><b>DTI Regional Director</b><br>Surigao del Norte Chamber of Commerce and Industry                                                                                                                                                                                                                                        |
| 9:20am  | Overview of the IP System and Programs/Services<br><b>LEA GARAY</b><br>IP Field Specialist<br>IPROD-DITTB                                                                                                                                                                                                                                       |
| 10:20am | Protecting your IP's: Trademark and Introduction to Geographical Indication<br><b>EMMELINA C. MASANQUE</b><br>Assistant Division Chief<br>IPMCD-DITTB                                                                                                                                                                                           |
| 11:20am | Intellectual Property Enforcement<br><b>Atty. REGGIE ANNE D. PAMATIAN</b><br>Division Chief/Intellectual Property Rights Specialist V<br>Enforcement Division (ED) - Office of the Director General<br><br><b>JANETTE J. PAYOYO</b><br>Intellectual Property Rights Specialist II<br>Enforcement Division (ED) – Office of the Director General |
| 11:45am | Online Filing Assistance and Consultation<br><b>MARINEL V. GANITNIT</b><br><b>JOSEPHINE J. SANTIAGO</b><br>IPMCD-DITTB                                                                                                                                                                                                                          |
| 1:30pm  | Protecting your IP's: Copyright<br><b>JOSEPHINE J. SANTIAGO</b><br>Information Officer II<br>IPMCD-DITTB                                                                                                                                                                                                                                        |
| 12:00pm | END                                                                                                                                                                                                                                                                                                                                             |
| 1:00pm  | Registration                                                                                                                                                                                                                                                                                                                                    |
| 1:30pm  | Invocation<br>National Anthem                                                                                                                                                                                                                                                                                                                   |
| 1:40pm  | Opening Message<br><b>Dir. RALPH JARVIS H. ALINDOGAN, J.D., MBA, CESE</b><br>DITTB, IPOPHL                                                                                                                                                                                                                                                      |
| 1:45pm  | Message of Support<br><b>DA Regional Director of Representative</b>                                                                                                                                                                                                                                                                             |
| 1:50pm  | Overview of the IP System<br><b>JOSEPHINE J. SANTIAGO</b><br>Information Officer II<br>IPMCD-DITTB                                                                                                                                                                                                                                              |
| 2:20pm  | Introduction to Trademarks, Collective Marks and Introduction to Geographical Indication<br><b>MARINEL V. GANITNIT</b><br>IPMCD-DITTB                                                                                                                                                                                                           |
| 3:00pm  | Developing a Geographical Indication and Collective Mark: Next Step/Importance and Benefits of Protecting Geographical Indications                                                                                                                                                                                                              |

|        |                                                                        |
|--------|------------------------------------------------------------------------|
|        | <b>EMMELINA C. MASANQUE</b><br>Assistant Division Chief<br>IPMCD-DITTB |
| 4:00pm | END                                                                    |

### SEPTEMBER 4, 2026

|         |                                                                                                                                                                                                                                                                                                                                                 |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:30am  | Registration                                                                                                                                                                                                                                                                                                                                    |
| 9:00am  | Invocation<br>National Anthem                                                                                                                                                                                                                                                                                                                   |
| 9:10am  | Opening Message<br><b>Dir. Ralph Jarvis H. Alindogan</b><br>DITTB, IPOPHL                                                                                                                                                                                                                                                                       |
| 9:15am  | Message of Support<br><b>Schools Division of the Province of SDN</b><br>Schools Division of Surigao City                                                                                                                                                                                                                                        |
| 9:25am  | Activity 1: TEAM FORMATION<br>Facilitators: Ms. Josephine Santiago and Ms. Marinel Ganitnit                                                                                                                                                                                                                                                     |
| 9:55am  | Presentation of Chant/Cheer                                                                                                                                                                                                                                                                                                                     |
| 10:30am | Activity 2 – PROBLEM SOLVING<br>Facilitators: Ms. Lea Garay and Ms. Marinel Ganitnit                                                                                                                                                                                                                                                            |
| 11:30am | Presentation of Output<br>Introduction to Patent, Utility Model and Industrial Design<br>Facilitators: DITTB Team                                                                                                                                                                                                                               |
| 12:00nn | LUNCH                                                                                                                                                                                                                                                                                                                                           |
| 1:00pm  | Continuation of Presentation of Output                                                                                                                                                                                                                                                                                                          |
| 1:30pm  | Activity 3 – APPLICATION OF IP<br>Facilitators: Ms. Josephine Santiago and Ms. Lea Garay                                                                                                                                                                                                                                                        |
| 2:30pm  | Intellectual Property Enforcement<br><b>Atty. REGGIE ANNE D. PAMATIAN</b><br>Division Chief/Intellectual Property Rights Specialist V<br>Enforcement Division (ED) - Office of the Director General<br><br><b>JANETTE J. PAYOYO</b><br>Intellectual Property Rights Specialist II<br>Enforcement Division (ED) – Office of the Director General |
| 3:00pm  | Introduction of Students/Schools<br><b>Dir. Ralph Jarvis H. Alindogan, J.D., MBA, CESE</b><br>DITTB, IPOPHL                                                                                                                                                                                                                                     |
| 3:30pm  | END                                                                                                                                                                                                                                                                                                                                             |