



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum

No. **485**s. 2021

To: Public School District Supervisors/ Principals In-Charge of the District
School Heads of Elementary and Secondary Schools
Student Organization Advisers
All other concerned

From: **MA. LIZA R. TABILON EdD, CESO V**
Schools Division Superintendent

Subject: Conduct of Student Organization (SO) Elections in School

Date: October 1, 2021

1. In line with the Department of Education pursuit to ensure learners are able to develop their leadership, social and creative thinking skills and values through participation in student-led organizations, the Division enjoins all schools to reorganize and establish the following SOs in accordance with the existing issuances and guidelines, to wit:

- Youth for Environment in Schools – Organization (YES-O)
- Barkada Kontra Droga (BKD)
- Red Cross Youth (RCY) Council
- Other SOs as recognized by the school

2. The schools may adopt the policy guidelines on the school-based student government (SG) elections as reference in the organization elections for YES-O, BKD, RCY and other student clubs whilst contextualizing the guidelines according to their mandates and own structure. The following schedule of student organization (SO) membership and elections shall be observed:

| Suggested Date | Activity |
|---------------------|------------------------------------|
| October 4-15, 2021 | SO Membership Application |
| October 18-22, 2021 | SO Elections |
| October 25-29, 2021 | District SO Election |
| November 3, 2021 | Submission of Election SO Officers |
| November 5-9, 2021 | Division SO Election |

3. Registry of SO Elected Officers and Advisers will be submitted via google link: bit.ly/znSOelect2021. For further details, you may refer to the enclosed DepEd issuances or contact the Division Youth Formation Section through email at yfs.zdn@deped.gov.ph.

4. Widest dissemination and compliance of this Memorandum is directed.

Enclosure: as stated.

SGODYFS-jlp-ekbsl-lmmc/Student Organizations' Elections/DM029-2021/10012021

N-avigating
O-pportunities to
R-eengineer for
T-ransformation &
E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100
Tel No.: (065) 212-5843
e-mail address: zn.division@deped.gov.ph



"Be and Do Much Better Each Day
with a
Sense of Urgency"

Republic of the Philippines
Department of Education
Region _____
Division of _____
School _____

YOUTH FOR ENVIRONMENT IN SCHOOLS ORGANIZATION (YES-O)
School Year _____

MEMBERSHIP FORM

1 x 1 ID
picture

I. GENERAL INFORMATION

| | | | | | |
|------------------------|-------------------|------------------|------------------------|----------------------|----------------|
| Last Name _____ | | First Name _____ | | M.I. _____ | Nickname _____ |
| Home Address _____ | | | | | |
| Contact Number/s _____ | | | Email Address _____ | | |
| Sex _____ | Citizenship _____ | Age _____ | Date of Birth _____ | Place of Birth _____ | |
| Father's Name _____ | | | Contact Number/s _____ | | |
| Mother's Name _____ | | | Contact Number/s _____ | | |

II. EDUCATIONAL LEVEL

| | | | | |
|---|--|-----------------------|---|--|
| Grade/Year Level _____ | | Section _____ | Class Adviser _____ | |
| Membership in Other School Organization/s _____ | | Position/s Held _____ | Year _____ | |
| Other Co-Curricular Activities _____ | | | | |
| _____ | | | Available Time Schedule for YES-O _____ | |
| _____ | | | Special Skills/Talents _____ | |

PARENT'S/GUARDIAN'S PERMIT

I/We hereby permit my/our son/daughter to join the Youth for Environment in Schools Organization (YES-O). We also promise to support him/her, financially or otherwise, in all undertakings related to the organization's mandated programs, projects and activities.

Parent/Guardian
(Signature Over Printed Name)

(Do not fill-up below this line)
(To be filled-up by the YES-O Adviser ONLY)

Recommending Approval:

Approved:

YES-O Adviser
(Signature Over Printed Name)

School Head
(Signature Over Printed Name)

Enclosure No. 3 to DepEd Order No. 93, s. 2011

Republic of the Philippines
Department of Education
Region _____
Division of _____

YOUTH FOR ENVIRONMENT IN SCHOOLS ORGANIZATION (YES-O)

REGISTRATION FORM

School Year _____

Level **ELEMENTARY** ☐ **SECONDARY** ☐

Name of School _____ District _____

School Address _____

Tel/Fax No. _____ Email Address _____

| Contact Persons | Name | Mobile No. | Email Address |
|----------------------------|-------|------------|---------------|
| School Head | _____ | _____ | _____ |
| YES-O Adviser | _____ | _____ | _____ |
| Assistant YES-O Adviser | _____ | _____ | _____ |
| President | _____ | _____ | _____ |
| Vice-President | _____ | _____ | _____ |
| Secretary | _____ | _____ | _____ |
| Treasurer | _____ | _____ | _____ |
| Auditor | _____ | _____ | _____ |
| Public Information Officer | _____ | _____ | _____ |
| Peace Officer | _____ | _____ | _____ |

Number of Members **Male** _____ **Female** _____ **TOTAL** _____

Date Organized _____

Prepared by - _____

Noted - _____

YES-O Adviser
(Signature Over Printed Name)

School Head
(Signature Over Printed Name)

(To be accomplished by the YES-O Adviser and submitted to the Division YES-O Program Coordinator not later than 30th of June of every year. For School Year 2011-2012, submission is on the 30th of October 2011.)



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City, Philippines

Tanggapan ng Kalihim
Office of the Secretary

Trunkline: 632-1361 to 70
E-Mail: osec@deped.gov.ph
Website: <http://www.deped.gov.ph>

SEP 01 2003

DepED ORDER
No. 72, s. 2003

**ESTABLISHMENT OF THE YOUTH FOR ENVIRONMENT
IN SCHOOLS (YES) ORGANIZATION**

**To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools**

1. Relative to the holding of the 2003 Youth for Environment Summer (YES) Camp last April 30-May 4, 2003, one of the concrete resolutions and actions adopted by the entire delegation from all over the country is the establishment of a school-based co-curricular organization which will serve as a significant venue for students' actions and movements toward safeguarding, protecting and conserving the environment for future generations.

2. In view thereof, the Department of Education (DepED), in partnership with the Department of Environment and Natural Resources (DENR), establishes the Youth for Environment in Schools Organization (Yes-O) as the only recognized co-curricular environmental club or organization in the schools and consolidates all other environmental and/or ecology clubs or organizations in school with main and primary programs or projects for the environment or ecology in the said Organization.

3. The Youth for Environment in Schools (YES) Organization shall have the following objectives:

- a. Be aware and create awareness in others of the state of the Philippine environment and ecology, including prevailing issues and concerns relative thereto;
- b. Establish specific and doable programs, projects and activities to address issues and concerns on the environment and ecology;
- c. Network with other government and non-government organizations, including Youth for Environment in Schools (YES) Organizations in other schools within the division and region, with regard to support and assistance to programs, projects and activities of the organization;
- d. Encourage community participation and initiative in environmental and ecological movements and actions; and
- e. Develop among members and the community proper environmental values, skills and attitudes.

4. The following programs, projects and activities may form part of the regular undertaking of the Youth for Environment in Schools (YES) Organization:

- a. Clean-Up Drive inside and surrounding the school premises, including public and common areas in the community
- b. Waste Management, Segregation and Recycling Program
- c. Awareness Campaigns to Address Specific Issues such as Pollution, Sanitation and Health
- d. Symposia/Trainings
- e. Nursery Establishment and Tree-Planting Activities
- f. Fun Run for the Environment
- g. Youth for Environment Summer Camp

5. All Regional Directors, Schools Division Superintendents and School Principals/Heads are encouraged to organize, support and cooperate in the establishment and strengthening of the Youth for Environment in Schools (YES) Organization in their respective areas of jurisdiction and schools. Their support to the Youth for Environment Summer (YES) Camp in all levels as a major activity of the YES-O is hereby encouraged.

6. The Regional and Division Education Supervisors in Science, as Regional and Division Coordinators respectively, shall lead, coordinate and monitor the conduct of activities pertinent to the YES Organization in their respective areas of jurisdiction. The Science Department Head/Coordinator and Teacher, herein designated as School-Based Moderator and Assistant School-Based Moderator respectively, shall lead and operationalize the YES activities in the school level with the guidance of the School Head/Principal.

7. In the operationalization of the YES-O, coordination with the Department of Environment and Natural Resources (DENR), particularly the DENR Regional Youth Desk Officers and other offices, is encouraged.

8. The DepED Center for Students and Co-Curricular Affairs (CSCA), headed by Mr. Joey G. Pelaez, is tasked to oversee, coordinate and supervise the establishment and all activities of the YES Organization. For queries, please write the CSCA, G/F Mabini Bldg., DepEd Complex, Meralco Avenue, Pasig City or call telefax numbers 631-8495 or 636-3603.

✓ 9. Enclosed is the Constitution and By-Laws of the YES Organization.

10. Immediate and wide dissemination of this Order is directed.


EDILBERTO C. DE JESUS
Secretary

Llan/yes organization-B
Aug. 14, 2002/madelcomp.

Encl. :

As stated

Reference:

DECS Order No. 44, s. 2001

Allotment: 1 - (D.O. 150-97)

To be indicated in the Perpetual Index
under the following subjects:

PROJECTS
TRAINING PROGRAMS
ORGANIZATIONS

**CONSTITUTION AND BY-LAWS OF THE YOUTH FOR ENVIRONMENT
IN SCHOOLS (YES) ORGANIZATION**

PREAMBLE

We, the student-members of the Youth for Environment in Schools (YES) Organization of _____ HIGH SCHOOL, with the help of God, aware of the steady deterioration and degradation of our environment, believing in the need for a school-based co-curricular organization devoted to the safeguarding, protection and conservation of the environment, committing to perform specific and doable actions to contribute to the re-building and renewal of our environmental values, skills and attitudes, hereby form a consolidated environmental organization that shall embody the ideals and principles of a healthy environment, democracy and the general welfare, do hereby promulgate and adopt these constitution and by-laws that will promote, implement, and maintain the goals and aspirations of the future generations.

Article I

General Provisions

- Sec. 1 This Constitution and By-Laws shall be known as the Constitution and By-Laws of the Youth for Environment in Schools Organization of the _____ (name of school).
- Sec. 2 For purposes of this Constitution and By-Laws, YES-O refers to the Youth for Environment in Schools Organization of the _____ (name of school).

Article II

Name and Domicile

- Sec. 1 The organization shall be known as the Youth for Environment in Schools Organization.
- Sec. 2 The office of the YES-O shall be located inside the premises of the school.

Article III

Declaration of Principles and Objectives

- Sec. 1 The YES-O shall promote environmental understanding and action through social, civic, intellectual, recreational and science-related programs and activities.
- Sec. 2 The YES-O shall have the following objectives:
- a. Be aware and create awareness in others of the state of the Philippine environment and ecology, including prevailing issues and concerns relative thereto;
 - b. Establish specific and doable programs, projects and activities to address issues and concerns on the environment and ecology;
 - c. Network with other government and non-government organizations, including other Youth for Environment in Schools (YES) Organizations in other schools within the Division and Region, with regard to support and assistance to programs, projects and activities of the organization;
 - d. Encourage community participation and initiative in environmental and ecological movements and actions; and,
 - e. Develop among the members and the community proper environmental values, skills and attitudes.

Article IV
Membership

- Sec. 1 All bonafide students of the school, with specific interest to contribute to environmental and ecological actions and movements, are eligible to be members of the YES-O.
- Sec. 2 Interested students shall submit a duly filled up application form to the YES-O Moderator. If approved, the students shall be considered a bonafide member of the YES-O.

Article V
Rights of Members

- Sec. 1 Every member has the right to enjoy freedom of speech and expression.
- Sec. 2 Every member has the right to avail of the services offered by the YES-O.
- Sec. 3 Every member has the right to conduct and participate in all of the organization's activities.
- Sec. 4 Every member has the right to information on all the issues and matters concerning them.
- Sec. 5 Every member has the right to vote and be elected into office.

Article VI
Duties and Obligations of Members

- Sec. 1 Every member has the responsibility to observe, at all times, the laws of nature, the environmental laws of the Republic of the Philippines, and the rules and regulations of the school and the organization.
- Sec. 2 Every member must pay all YES-O fees on time as authorized by DepEd issuances and/or by the Parents-Teachers and Community Association.
- Sec. 3 Every member must support and promote the thrusts and objectives of the YES-O.
- Sec. 4 Every member must abide by the YES-O constitution and by-laws.
- Sec. 5 Every member must participate actively in all school and organizational activities.
- Sec. 6 Every member must exercise his/her rights and perform his/her duties as a YES-O member responsibly.

Article VII
Powers and Duties of the Youth for Environment in Schools Organization

- Sec. 1 The Executive Committee, composed of officers of the Youth for Environment in Schools Organization, shall be the governing body of the organization.
- Sec. 2 The YES-O shall have the following functions and responsibilities:
- a. Formulate, recommend, implement, coordinate and monitor programs, projects and activities for the environment;
 - b. Create committees deemed necessary and expedient under the circumstances;
 - c. Advise and make recommendations to school authorities regarding environmental matters, affairs and activities;
 - d. Serve as a representative of the school, and participate, in environmental fora, symposia, gatherings, trainings and workshops in the division, regional, national and international levels;
 - e. Act as the Coordinating Council of all environmental concerns in the school;
 - f. Turn-over papers, documents and properties to the succeeding YES-O Executive Committee Officers;

- g. Orient succeeding officers on current undertakings of the YES-O; and,
- h. Exercise such other powers and duties as the school authorities and the Department of Education may, from time to time, grant or delegate, consistent with stated principles, objectives and policies.

Article VIII

Composition, Election and Term of Office

- Sec 1 The YES-O shall be composed of the duly elected President, Vice President, Secretary, Treasurer, Auditor, Public Information Officer, and Peace Officer.
- Sec. 2 Elections shall be conducted school-wide, annually every first week of March in a classroom designated for the purpose.
- Sec. 3 Notice of the conduct of elections of officers shall be posted in three (3) conspicuous places inside the school campus one month before the scheduled elections.
- Sec. 4 Filing of the certificate of candidacy shall be within the first two (2) weeks after the notice of elections shall have been posted.
- Sec. 5 The list of candidates for every position shall be certified by the Teacher-Moderator and posted two (2) weeks before the scheduled elections in three (3) conspicuous places inside the school campus, particularly outside the classroom designated as the polling place, indicating therein the submitted qualifications of the respective candidates, and the time, date and venue of the elections.
- Sec. 6 Candidates for President must be:
 - a. an incoming 4th year student of the next academic year;
 - b. of good academic standing with a general average of at least 83%;
 - c. of good moral character and have not been subjected to any disciplinary sanctions;
 - d. a resident of the school for at least one (1) year prior to the filing of the certificate of candidacy; and,
 - e. not a President, Vice-President, Secretary or Treasurer in any other student clubs and organizations. He/She shall be deemed resigned from such positions in other clubs and organizations upon filing of the certificate of candidacy.
- Sec. 7 Candidates for Vice President, Secretary, Treasurer, Auditor, Public Information Officer and Peace Officer must be:
 - a. officially enrolled in any year level in the current academic year;
 - b. of good academic standing with a general average of at least 83%; and,
 - c. of good moral character and have not been subject to any disciplinary sanctions.
- Sec. 8 The officers of the Executive Committee of the YES-O shall hold office for one academic year including summer from April of the current year after election to March of the succeeding year.

Article IX

Duties and Responsibilities of Officers

- Sec. 1 The President shall be the Chief Executive Officer of the YES-O. He shall have the following duties:
 - a. Preside over all meetings or may designate another officer to preside a specific meeting;
 - b. Enforce this Constitution and By-Laws and other rules and regulations that may be promulgated;

Sec. 2

- c. Sign all official minutes, resolutions, correspondences, and other official papers of the YES-O;
 - d. Represent the YES-O or designate his/her representative to any external or internal affairs or functions; and,
 - e. Perform such other functions inherent or incidental to his/her office.
- The Vice President shall have the following duties:

- a. Assist the President in all matters where his assistance is necessary;
- b. Assume the Office of the President should the position become vacant;
- c. Supervise members in planning and arranging meetings or programs of activities;
- d. Perform such other duties assigned by the President of the YES-O Executive Committee..

Sec. 3

The Secretary shall have the following duties.

- a. Keep accurate records of the minutes and proceedings of every meeting;
- b. Keep a file of all pertinent documents and papers of the YES-O and make them accessible to the members;
- c. Call and prepare all notices of YES-O meetings;
- d. Head the YES-O Secretariat
- e. Perform such other duties assigned by the President or the YES-O Executive Committee.

Sec. 4

The Treasurer shall have the following duties:

- a. Keep all financial records of the YES-O;
- b. Serve as the disbursing officer of all the YES-O funds;
- c. Prepare the annual budget of the YES-O;
- d. Prepare financial reports every month, after an activity, and at the end of the term;
- e. Formulate pertinent financial guidelines for the organization;
- f. Perform such other duties assigned by the President or the YES-O Executive Committee.

Sec. 5

The Auditor shall have the following duties:

- a. Certify the legitimacy and correctness of the disbursement of funds;
- b. Audit all expenditures of the YES-O funds;
- c. Assist the Treasurer in formulating guidelines and reports;
- d. Keep and update inventory of all the property of the YES-O;
- e. Perform such other duties assigned by the President of the YES-O Executive Committee.

Sec. 6

The Public Information Officer shall have the following duties:

- a. Popularize the thrusts and objectives of the YES-O;
- b. Be responsible for building and maintaining a credible image of the YES-O;
- c. Take charge in the promotion of YES-O projects and activities;
- d. Perform such other duties assigned by the President or the YES-O Executive Committee.

Sec. 7

The Peace Officer shall have the following duties:

- a. Help the presiding officer in maintaining peace and order during meetings;
- b. Act as disciplinary officer, if needed; and,
- c. Perform such other duties assigned by the YES-O.

Article X

YES-O Moderator and Assistant Moderator

- Sec. 1 The YES-O Moderator and Assistant Moderator shall be the Science Department Head/Coordinator and Teacher, respectively.
- Sec. 2 The Moderator and Assistant Moderator shall lead and operationalize the YES-O and its activities in the school level with the guidance of the School Head/Principal.
- Sec. 3 The YES-O Moderator and Assistant Moderator shall, at all times, monitor the conduct of activities and meetings of the YES-O.

Article XI

YES-O Division and Regional Councils

- Sec. 1 YES-O Division and Regional Councils shall be organized in the respective division and region with the Science Education Supervisor or Coordinator as the YES-O coordinator who shall lead, coordinate and monitor the conduct of activities pertinent to the YES-O in their respective areas of jurisdiction.
- Sec. 2 Every YES-O is an automatic member of the Division and Regional Councils in its respective division and region.

Article XII

Regular and Ad-Hoc Committees

- Sec. 1 The YES-O Executive Committee shall organize, as soon as practicable, four (4) regular committees, namely; Projects and Activities Implementation Committee (PAIC), Environmental Issues and Research Committee (EIRC), Environmental Campaigns Committee (ECC), and Waste Management, Segregation, and Recycling Program Committee (WMSRPC).
- Sec. 2 The Chair and Co-Chair of the regular committees shall be appointed by the President from among the officers of the Executive Committee. The President may also choose from any of the members of the YES-O who are known for their efficiency.
- Sec. 3 The Projects and Activities Implementation Committee shall take charge of the implementation of the approved projects or activities.
- Sec. 4 The Environmental Issues and Research Committee shall lead the YES-O in conducting research of current environmental issues and concerns, in highlighting such issues and concerns in the school, in encouraging debate on such issues and concerns and in proposing appropriate and localized solutions for implementation in the school.
- Sec. 5 The Environmental Campaigns Committee shall initiate various campaigns for the preservation, protection and rehabilitation of the environment through, but not limited to, contests, posters, parade demonstrations, signs and notices.
- Sec. 6 The Waste Management, Segregation, and Recycling Program Committee shall undertake and facilitate waste management, segregation and recycling activities in the school on a regular basis.
- Sec. 7 Ad-hoc committees may be created by the Executive Committee as the need arises.
- Sec. 8 Coordination and synchronization among the various committees shall be the rule.

Article XIII

YES-O Volunteer Corps

- Sec. 1 The YES-O Volunteer Corps or VC shall be the official service arm of the YES-O.
- Sec. 2 The members of the YES-O shall comprise the VC.
- Sec. 3 Each member of the YES-O shall:
- Be a member of one regular committee in the YES-O;
 - Ensure the delivery and completion of tasks assigned;
 - Attend meetings called by the YES-O Executive Committee, or the Committee Chair.
- Sec. 4 The YES-O shall undertake a recruitment drive from June to August of every year.

Article XIV

Commission on Elections

- Sec. 1 A Commission on Elections, herein referred to as YES-O COMELEC, shall be established within thirty (30) days before the election day.
- Sec. 2 The YES-O COMELEC shall be the chief agency that will manage the electoral processes.
- Sec. 3 The YES-O COMELEC shall be composed of ten (10) members who do not have vested interest in the election, or in any way related to any of the candidates, and who among themselves, shall select a chairperson.
- Sec. 4 The members of the YES-O COMELEC shall be appointed by the Moderator of the YES-O.
- Sec. 5 The COMELEC members must be:
- Fourth year students of the current academic year;
 - Of good academic standing;
 - Of good moral character and have not been subject to any disciplinary sanctions; and,
 - With a residency of at least two years in the school.
- Sec. 6 The YES-O COMELEC shall have the following duties and responsibilities:
- Be responsible for the fair, honest, and systematic conduct of the election;
 - Adopt, formulate and implement election rules and regulations, including its internal guidelines;
 - Validate the electoral proceedings and results;
 - Accept or revoke candidacy;
 - Proclaim the new set of officers;
 - Keep all pertinent election papers/documents; and,
 - Decide protests relative to the conduct and results of the elections.
- Sec. 7 The YES-O COMELEC shall prepare and distribute the necessary election paraphernalia, certificate of candidacy forms and other election-related materials before, during, and after the election.
- Sec. 8 The YES-O COMELEC has the power to disqualify candidates who have violated any of the guidelines which have been promulgated and disseminated.

Article XV

Meetings and Quorum

- Sec. 1 The YES-O shall conduct regular meetings every first week of the month, on a day agreed upon by the officers of the YES-O.
- Sec. 2 Special meetings of the YES-O may be called upon by the President or by a majority of the YES-O officers.

- Sec. 3 Majority of the officers of the YES-O (50% + 1) shall constitute a quorum. In the event that the 50% is not a whole number, 50% shall be understood to be the next higher whole number.
- Sec. 4 Each officer of the YES-O is entitled to only one vote.
- Sec. 5 No proxy shall be allowed.

Article XVI

Finance

- Sec. 1 The YES-O funds shall be classified into General funds and Special funds.
- a. General funds shall consist of the membership fee, the amount of which shall be decided upon by the Executive Committee and the school administration in consultation with the PTCA.
- b. Special funds are funds that come from donations, sponsorship, fund-raising projects or any amount derived from other legitimate sources.
- Sec. 2 The YES-O may undertake fund-raising activities to subsidize its projects or activities.
- Sec. 3 The organization may accept cash donations from any member or any public or private person or institution, for as long as it will not affect the integrity of the YES-O.
- Sec. 4 The YES-O President and the Treasurer shall be the signatories of all fund disbursement of the YES-O. All fund disbursements must be accompanied with a YES-O resolution duly noted by the YES-O Moderator.
- Sec. 5 The YES-O, through the Treasurer and the Auditor, shall promulgate financial guidelines for proper financial management.
- Sec. 6 Funds of the YES-O shall be audited at the end of every activity and after every term.

Article XVII

Impeachment, Resignation and Vacancies

- Sec. 1 The Executive Committee Officers of the YES-O shall only be removed through impeachment under the following grounds:
- a. Culpable violations of the Constitution and By-laws
- b. Gross misconduct, violence to person in authority, negligence, and disloyalty to the cause of the YES-O and the school
- c. Non-attendance in meetings or three (3) consecutive unexcused absences or six (6) accumulated unexcused absences
- d. Abuse or misuse of power and authority
- Sec. 2 Two-thirds (2/3) vote of the Executive Committee of the YES-O and the approval of the YES-O Moderator and Assistant Moderator shall be necessary to decide a case of impeachment.
- Sec. 3 The decision shall be final. However, the officer charged shall be informed fifteen (15) days prior to his/her impeachment proceedings of the charge/charges against him/her, to afford him/her the opportunity to be heard of his defense.
- Sec. 4 Resignation shall be in writing and subject to the approval of the YES-O Executive Committee.
- Sec. 5 Any vacancy in any of the Executive Committee position by reason of death, resignation, impeachment or transfer shall be filled subject to the recommendation of the YES-O.
- Sec. 6 Any vacancy in any of the position of the YES-O Executive Committee shall be filled within thirty (30) days from the day the position is vacated through the same electoral procedure.

Sec. 7

The YES-O COMELEC shall manage the election for the vacated position.

Article XVIII

Mandated Projects and Activities

Sec. 1

The YES-O shall be required to implement, conduct or attend the following programs, projects and activities; namely, clean-up drives, waste management, segregation and recycling, awareness campaigns, symposia or training, nursery establishment, tree-planting activities, fun run, and Youth for Environment Summer Camp.

Article XVIII

Amendments

Sec. 1

This Constitution and By-Laws of the YES-O may be amended or modified in whole or in part once every five (5) years from its approval during the Youth for Environment Summer (YES) Camp by a vote of two-thirds of the delegation.

Sec. 2

Amendments to this Constitution and By-laws shall take effect immediately upon its approval by the camp delegates and the Secretary of Education.

Article XIX

Transitory Provisions

Sec. 1

Election of officers of the YES-O Executive Committee for School Year 2003-2004 shall be held once the YES-O has been organized. Succeeding elections shall be held as provided in Article VIII, Section 2 of this Constitution and By-Laws.

Sec. 2

The term of office of elected officers of the YES-O Executive Committee for School Year 2003-2004 shall be from the day of election until March 2004.



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

**BARKADA KONTRA DROGA MEMBERSHIP FOR
SCHOOL YEAR 2021–2022**

2" x 2" Picture

Instruction: Kindly provide the necessary information and answer the questions for your official membership to the Barkada Kontra Droga (BKD) Student Organization.

Name: _____ **Grade Level as of SY 2021–2022:** _____
Contact No.: _____ **Email Address:** _____
Home Address: _____

1. Have you been a member of the Barkada Kontra Droga from the previous school years? If years, how long and in what specific activities were you involved?

2. Why did you decide to join this organization and what is/are the significant action/s do you plan to contribute for this advocacy?

Parent's/Guardian's Consent

I hereby permit my son/daughter to join the BKD Student Organization for SY 2021–2022. I also commit to support his/her organizational undertakings related to the various projects and activities of the BKD and National Drug Education Program (NDEP).

Signature over Printed Name of Parent/Guardian

To be filled up by the BKD Adviser ONLY:

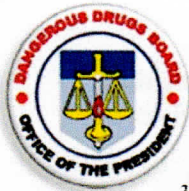
Recommending Approval:

BKD Adviser

Approved:

School Head





Republic of the Philippines
Office of the President

DANGEROUS DRUGS BOARD

3/F, DDB – PDEA Building, NIA Road, National Government Center, East Triangle, Diliman, Quezon City, Philippines
P.O Box No. 3682 Manila, Tel. No. 929-1753, Telefax 929-1546, Website: <http://www.ddb-ph.com>, E-mail: Info@ddb-ph.com

BOARD REGULATION No. 5
Series of 2007

SUBJECT: INSTITUTIONALIZING THE BARKADA KONTRA DROGA PROGRAM

Consistent with the powers vested in the Dangerous Drugs Board (DDB) under Section 77, Art. IX of RA 9165 otherwise known as the Comprehensive Dangerous Drugs Act of 2002, the flagship program of the Board named as BARKADA KONTRA DROGA (BKD) is hereby institutionalized and, in connection therewith, the following guidelines for its effective implementation are hereby prescribed:

Section 1. SCOPE/COVERAGE – The Barkada Kontra Droga (BKD) shall enjoin all sectors of the society (the youth and studentry, families, workforces, professional, labor and service provider groups, government agencies and offices (GO and LGU), non-government agencies/organizations, civic as well as religious sectors, and the entire community) to be part of special groups known as “barkadas” that advocate and serve as models to young people to live their lives in a productive and healthy way away from the evil effects of drugs.

Section 2. RATIONALE – Considering that the Philippines was one of the countries in the East Asia-Pacific region greatly affected by amphetamine-type stimulants (ATS) abuse, the Dangerous Drugs Board, with financial assistance from the United Nations Office on Drugs and Crime (UNODC), developed a comprehensive and integrated response to ATS abuse using the social marketing approach. The initiative resulted in the development and eventual implementation of a Primary Prevention Programme for ATS Abuse among the Youth in the three project sites, namely Antipolo, Cainta and Tanay in the Province of Rizal. Thereafter, the Project Monitoring and Implementation Assessment of the project (BARKADA KONTRA DROGA Pilot Project) indicated that the BKD Pilot Project was successful in reaching out to its target audience and that the activities conducted appealed to the youth. It also showed the potential in using the youth as an effective source and messenger of information for fellow youths regarding ATS abuse. Moreover, the Project Monitoring and Implementation Assessment indicated that the setting up of a Barkada Center in the Cainta Pilot Area could be considered as one of the laudable practices of the project. One of the project’s major recommendations was to have the BKD sustained and maintained as a primary prevention program on ATS abuse in schools, communities, homes and workplaces. Hence, the need to institutionalize the Barkada Kontra Droga.

Section 3. DESCRIPTION – The Barkada Kontra Droga is designed as a preventive education and information program to counter the dangers and disastrous effects of drug abuse. It aims to empower the individual to be the

catalyst within his peer groups in advocating healthy and drug-free lifestyles thru involvement in various wholesome activities.

It is envisioned that the Barkada Kontra Droga will evolve into a nationwide Barkadahana concept – a collective action among the students, the youth, and the people in the community that would strengthen camaraderie, collaboration, cooperation, solidarity and linkages in their common commitment to attain a drug-free lifestyle wherever they may be.

Section 4. PROGRAM OBJECTIVES –

1. GENERAL:

To promote people empowerment in leading a healthy lifestyle that is drug-free and productive.

2. SPECIFIC:

- a. To establish a Barkada Kontra Droga movement;
- b. To train the people in advocating a healthy and productive drug-free lifestyle;
- c. To create a fully drug-free environment in the home, school, workplace and community;
- d. To encourage productive use of time and alternative activities; and
- e. To provide support services towards the adoption of Barkada concept among families, educators, professionals, work forces, peer groups, and other sectors.

Section 5. PROGRAM COMPONENTS –

Phase I – Launching Seminar of the BKD (nationwide)

- a. Presentation of the BKD concept
- b. Media Advocacy
 - 1) Posters
 - 2) Jingles
 - 3) Videos
- c. Issuance of BKD ID cards
- d. Guided educational tours to various offices and rehabilitation centers
- e. Organization of the BKD core groups

Phase II – Capability Building

- a. Training of Trainors on Drug Abuse Prevention Education
 - 1) RA 9165
 - 2) Medical Aspect
 - 3) Preventive Aspect
 - 4) Roles of the BKD Members
 - 5) Formulation of Action Plans
- b. Training on the Enhancement of Life Skills
- c. Training on the Development of IEC Materials
- d. Skills Training on Livelihood

Phase III – Implementation of Formulated Action Plans

a. Implementation of the Action Plans

1) Provision of positive alternative activities

- a) Conduct of sports and other wholesome activities
- b) Conduct of contests
- 2) Provision of livelihood projects
 - a) Small scale industries
 - b) Other related projects
- 3) Youth-to-youth visits

b. Production/distribution of IEC Materials

- 1) Posters
- 2) Videos
- 3) Jingles
- 4) Billboards

c. Posting of billboards and posters in strategic places

d. Airing of the jingles and videos during the conduct of various activities

e. Establishment of BKD Centers

Phase IV – Monitoring and Evaluation

a. Reporting of activities to the National Secretariat

b. National Search for the Outstanding BKD Centers/Chapters

Section 6. CONCEPT OF IMPLEMENTATION – The program shall be carried out by the Dangerous Drugs Board in collaboration with the DepEd, CHED, DILG, NYC and other concerned agencies with the participation of the various sectors and the entire community. The DepEd and CHED shall issue the corresponding memorandum circulars requiring the establishment of Barkada Centers in the secondary and tertiary schools, respectively. The DILG shall also issue its own memorandum circular enjoining the Anti-Drug Abuse Councils to establish their own Barkada Centers in their respective communities. Other sectors of the society shall also establish their own Barkada Centers. The DDB shall organize a unit to serve as the National Secretariat of the BKD.

Section 7. IMPLEMENTING POLICIES –

1. The Barkada Kontra Droga shall have an open membership of drug-free individuals in the country advocating a healthy lifestyle through engaging in positive and wholesome activities.
2. The DDB shall conduct continuing Barkada Kontra Droga Orientation-Seminars in various key settings to promote people empowerment, establish a “Barkada Kontra Droga” movement, and provide support services geared towards the adoption of the Barkada concept.
3. Barkada Centers shall be established in:

a. All secondary and tertiary schools -

The Barkada Center shall be located within the Student Council's office or in any available space suitable for the purpose. The school officials and administrators shall provide supplies, equipment and other support services as necessary to carry out the purposes of the Center. For public schools, the National Drug Education Program (NDEP) Coordinators shall serve as the Head Coordinators who then shall assign trained BKD members to man the Center. For private schools, the Guidance Office shall serve as the lead department in the implementation of the program.

b. Communities -

The Provincial/City/Municipal/Barangay Anti-Drug Abuse Council shall provide the Center with a space suitable for the purpose. It shall also provide supplies, equipment and other support services as necessary to carry out the purposes of the Center.

4. The DDB shall train core trainers and implementers on the Barkada Kontra Droga program in the targeted schools/areas with the full support of the respective school officials, administrators and ADAC officials. The activities shall include capability-building, leadership, life skills and livelihood trainings. The trained BKD members shall then be mobilized to train other target groups with the full support of the concerned lead person/agency.
5. Livelihood trainings shall be in coordination with the Technical Education and Skills Development Authority (TESDA) and shall be supported by the respective ADACs.
6. School and community assemblies shall be conducted in coordination with the BKD Center staff. Through these assemblies, the number of BKD members and their needs/problems can be identified. The data gathered from said activities shall be the basis for the formulation of plans for the target group.
7. The DDB shall provide the BKD Centers with available IEC materials to include posters, leaflets, booklets, and other audio-visual materials. However, mass production of BKD IDs shall be the responsibility of the ADACs concerned.
8. The DDB, through the BKD National Secretariat, shall monitor the progress and development of every BKD Center or Chapter in collaboration with the DepEd, CHED, DILG and other agencies/offices concerned.
9. Drug referral procedures shall be accommodated in the Centers and shall be coursed through the ADACs (for community setting) or through the NDEP Coordinators (for school setting).

10. The schools and ADACs through their designated staff shall maintain files/records of BKD members and shall submit the same to the Dangerous Drugs Board (Attn: BKD National Secretariat) on a semi-annual basis. The said reports shall be integrated into the BKD database.

Section 8. ROLES AND RESPONSIBILITIES –

1. Dangerous Drugs Board Secretariat (Office of Primary Responsibility)

- a. Provide technical support and make available information, education and communication (IEC) materials
- b. Orchestrate, coordinate and oversee the implementation of the program

2. Department of the Interior and Local Government (DILG)

- a. Issue appropriate circular for LGUs and ADACs to provide the needed support to the related activities of BKD in their respective jurisdictions
- b. Strengthen the operation of all PADACs, CADACs, MADACs, and BADACs in support of the BARKADA KONTRA DROGA program
- c. Encourage the formation of the BARKADA KONTRA DROGA Chapters/Centers and provide financial as well as other forms of incentives to participating groups as appropriate

3. Department of Social Welfare and Development (DSWD)

- a. Provide technical and other forms of expertise to the BARKADA KONTRA DROGA in respective areas of responsibility
- b. Provide training skills and access to existing programs to participating organizations relevant to their drug prevention programs
- c. Integrate the BKD concept into the existing SDEC program

4. National Youth Commission (NYC)

- a. Encourage and provide leadership and other forms of support to the BARKADA KONTRA DROGA program
- b. Provide/conduct training or seminars on the prevention and control of dangerous drugs among the Sangguniang Kabataan
- c. Provide training on life skills enhancement, livelihood and alternative activities for out-of-school youth and street children
- d. Provide internship programs as scholarship to deserving members of the "BARKADA".

5. DepEd and CHED

- a. Integrate the BKD concept into the activities of the NDEP of the Department of Education and CHED

- b. Provide technical and other forms of expertise to the BARKADA KONTRA DROGA in respective areas of responsibility
- c. Provide training on life skills enhancement, livelihood and alternative activities for student leaders
- d. Provide/conduct training or seminars on the prevention and control of dangerous drugs among the student leaders
- e. Provide scholarship program to deserving members of the BARKADA
- f. Supervise the activities of the student council in respective areas of responsibility
- g. Establish a BKD Center in every school

6. Student Councils

- a. Encourage students to participate in the BKD program in their respective schools
- b. Integrate the BKD concept into their existing student council programs/activities
- c. Initiate BKD activities in their schools
- d. Conduct echo-seminar or training on the prevention and control of dangerous drugs among the student populace
- e. Conduct training in life skills enhancement, livelihood and alternative activities for students
- f. Support the establishment of the BKD Center

7. Technical Education and Skills Development Authority (TESDA)

- a. Provide livelihood training to students and community leaders in collaboration with the DepEd, CHED, DSWD, LGUs and other agencies and offices concerned
- b. Provide other forms of support as appropriate

8. Non-Government Organizations (NGOs)

- a. Provide technical and other forms of assistance to the BKD in the conduct of their programs/activities
- b. Organize own BKD Center or Chapter or adopt the BKD concept as appropriate

Section 9. MONITORING, EVALUATION AND COORDINATION –

Monitoring, evaluation and coordination are inherent activities of the various participants of the BARKADA KONTRA DROGA program. All Barkada Chapters or Centers may contact directly the BKD National Secretariat at the DDB for all matters concerning the BKD program.

Section 10. EFFECTIVITY - This Regulation shall take effect fifteen (15) days after its publication in two (2) newspapers of general publication and after its registration with the Office of the National Administrative Register (ONAR), UP Law Center, Quezon City.

APPROVED and ADOPTED this 13th day of November, in the year of Our Lord, 2007 in Quezon City.



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



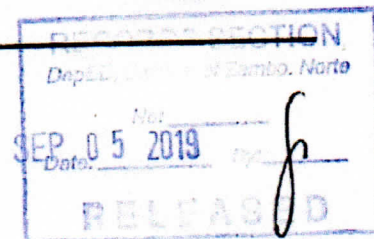
MEMORANDUM

To : **Public Schools District Supervisors
Principals/School Heads
All Other Concerned**

From : **Office of the Schools Division Superintendent**

Subject : **Reorganization of Red Cross Youth (RCY) Council in Schools**

Date : **September 2, 2019**



1. Pursuant to DepEd Order No. 38, s. 2005 entitled *Recognition of the Red Cross Youth as Official Co-Curricular Organization in the Schools* and DepEd Memorandum No. 084, s. 2018 entitled *Partnership with Philippine Red Cross for the Promotion of First Aid, Youth Development, Volunteerism, Health and Safety, Community Resilience, and the International Humanitarian Law*, you are directed to reorganize the Red Cross Youth (RCY) Council in your respective schools.
2. The RCY Councils shall be called **Junior RCY Council** for elementary, **Senior RCY Council** for junior high school (Grades 7-10), and **Senior Plus RCY Council** for senior high school (Grades 11-12).
3. Each RCY Council shall be composed of **one (1) moderator (teacher-adviser)** and **at least 43 student members**. The following positions shall be elected among the RCY Council members:
 - President
 - Vice President
 - Secretary
 - Assistant Secretary
 - Treasurer
 - Assistant Treasurer
 - Auditor
 - P.R.O.
 - Assistant P.R.O.
4. The RCY moderator of each council shall submit the list of RCY Council officers and members on or before **September 30, 2019** to the following link:
bit.ly/rcy2019.
5. For inquiries, contact the Division Youth Formation Officers:

| | | |
|-------------------------|---|-------------|
| Laisa Madel N. Malacat | - | 09091985260 |
| Joseph L. Pantoja | - | 09171422344 |
| Ethyl Kimberly B. Salut | - | 09169590394 |
6. For guidance and compliance.

PEDRO MELCHOR M. NATIVIDAD, Ph.D., CSEE
Schools Division Superintendent