

Department of Education REGION V - BICOL

SCHOOLS DIVISION OFFICE OF CATANDUANES

March 4, 2024

DIVISION MEMORANDUM SGOD- No. 121 s. 2024

COMPOSITION OF THE DIVISION DRUG-FREE WORKPLACE COMMITTEE

To

Assistant Schools Division Superintendent

Chief Education Supervisors CID and SGOD Personnel

OSDS Unit Heads

Public Elementary and Secondary School Heads

All Other Concerned

1. Pursuant to DepEd Memorandum DM-OUOPS-2024-01-00717 entitled Reconstitution of the Department of Education Drug-Free Workplace Committee, this is to inform the field of the composition of the Division Drug-Free Workplace Committee.

Chairman	Socorro V. Dela Rosa, CESO V
	Schools Division Superintendent
Co-Chairman	Cecile C. Ferro, CESO VI
	Assistant Schools Division Superintendent
Members	Norlito Jr. P. Agunday, Attorney III
	Romel G. Petajen, Chief Education Supervisor-CID
	Mary Jean S. Romero, Chief Education Supervisor-SGOD
	Ma. Cielo C. Tubale, NEU President
	Kristine G. Santelices, Medical Officer III
	Rey C. Bonayon, Planning Officer III
	Ruben Jose V. Tria, School Head Representative-Elementary
	Amelia R. Eusebio, School Head Representative-Secondary
	Edna Marquez, PPSTA Representative-Elementary
	Jonel Aznar, PPSTA Representative-Secondary
Secretariat	Rosario B. Vegim, Youth Formation Division
	Ma. Lourdes M. Sorra, Youth Formation Division

- 2. The Committee shall undertake the following duties and responsibilities:
 - a. Oversee the formulation and implementation of the Drug-Free Work Place Policy of the Department;
 - b. Initiate training and continuing education and awareness program for officers and employees;
 - c. Initiate and adopt value information, family enhancement, and such other related and relevant programs; and









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- d. Formulate and put in place the Department's Drug Free Testing Program which shall be in accordance with pertinent provisions of RA 9165 and pertinent regulations.
- 3. The Secretariat shall be responsible for assisting the Drug-Free Workplace Committee, coordinating its efforts, and keeping records of meetings.
- 4. Workplace shall cover the entire division office SDO proper and Schools, and all the units, with all its officers, teaching and non-teaching personnel, contract of service and job order employees, regardless of rank, status, and salary.
- 5. The committee shall immediately convene upon issuance of this Memorandum and shall regularly report its work to the Schools Division Superintendent.
- 6. The Schools Division Office shall allocate adequate funds for the operations of the Committee and the implementation of its programs, subject to the availability of funds and the usual accounting and auditing laws, rules, and regulations.

7. Dissemination of this Memorandum is desired.

SOCORRO V. DELA ROSA, CESO V Schools Division Superintendent







