



Republic of the Philippines
City Government of Muntinlupa
CITY OF MUNTINLUPA
Office of the City Mayor



EXECUTIVE ORDER No. 01
Series of 2022

**PROVIDING FOR THE CREATION OF THE SPECIAL DRUG EDUCATION CENTER TEAM
OF THE CITY OF MUNTINLUPA, ITS COMPOSITION AND FUNCTIONS**

WHEREAS, Section 46 of Republic Act No. 9165, otherwise known as the Comprehensive Dangerous Drugs Act of 2002, provides that “(W)ith the assistance of the Dangerous Drug Board, the Department of the Interior and Local Government (DILG), the National Youth Commission (NYC), and the Department of Social Welfare and Development (DSWD), shall establish in each of its provincial, city and municipality offices a Special Drug Education Center (SDEC) for Out-of-School Youth (OSY) and street children;”

WHEREAS, pursuant to the above-mentioned provision, the Dangerous Drugs Board (DDB) promulgated Board Regulation No. 1, Series of 2003, providing for the guidelines on the establishment and operationalization of the Special Drug Education Center (SDEC) and requiring its establishment in highly urbanized cities (HUCs) and non-urbanized, component cities and provinces to establish their respective SDECs to carry out an effective drug education preventive program;

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2006-150, dated 07 November 2006, entitled Establishment and Operation of Special Drug Education Centers (SDEC) for Out-of-School Youth (OSY) and Street Children, which provides the implementing policies on SDECs;

WHEREAS, the DILG issued Memorandum Circular No. 2021-001, dated 04 January 2021, addresses the growing demands of illegal drugs intervention and updates the same policy to include new guidelines, processes, and tools to enhance the implementation of the SDECs;

WHEREAS, in the nine (9) barangays of the City of Muntinlupa, a Barangay Special Drug Education Satellite Office (BSDESO) shall be established in each one, and this shall be facilitated through the Barangay Anti-Drug Abuse Council (BADAC);

WHEREAS, the Implementing Rules and Regulations (IRR) of the aforementioned Republic Act No. 9165 stipulate that for the SDECs managed by local government units (LGUs), the BSDESO shall consist of a Special Drug Education Center Team (SDECT) organized by the Local Chief Executive (LCE);

NOW, THEREFORE, I, Jaime R. Fresnedi, City Mayor of Muntinlupa, by virtue of the powers vested in me by law, do hereby order and decree that:



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Section 1. The Special Drug Education Center Team (SDECT, for brevity) of the City of Muntinlupa is hereby created, and it shall be composed of the following individuals, with their respective designations, namely:

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|----|---|-----------------|
| a. | Jaime R. Fresnedi,
City Mayor | Team Leader; |
| b. | Analyn A. Mercado,
Social Services Department | Co-Team Leader; |
| c. | Kenichi D. Takagi, Jr.,
Sangguniang Kabataan Federation President | Co-Team Leader; |
| d. | Walter A. Arcilla,
President, Liga ng mga Barangay | Member; |
| e. | Bernadette G. Ferino,
DILG Muntinlupa Field Office | Member; |
| f. | Juancho H. Bunyi, MD,
City Health Office | Member; |
| g. | Dominico C. Idanan, CESO V,
Schools Division Office | Member; |
| h. | Cynthia B. Viacrusis,
Youth Affairs and Sports Development Office | Member; |
| i. | Francisco A. Santella,
Muntinlupa City Technical Institute | Member; |
| j. | Col. Florocito E. Ragudo,
Drug Abuse Prevention and Control Office | Member; |
| k. | P/Col. Melecio M. Buslig, Jr.,
Philippine National Police, Muntinlupa Station | Member; |
| l. | Ricky Blancaver,
Church of Jesus Christ of latter Day Saints,
Representative, Religious Sector | Member; |
| m. | John Kevin Enomerables,
Red Cross Youth Council Philippine Red Cross,
Muntinlupa Branch,
Area Youth Representative | Member. |

Membership in the SDECT is a function of the office to which the member belongs. Hence, in the event of resignation, removal, transfer, severe incapacity, grave illness, death, or any other similarly-situated circumstance, the successor shall assume membership without the need for the issuance of another instrument. For members belonging to the private sector, the City Mayor shall appoint the successor thereof based on the submitted recommendation/s of the Social Services Department (SSD) in consultation with relevant stakeholders.



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Section 2. Functions.

The SDECT shall perform the following functions, namely:

- a. Attend all duly called for meetings;
- b. Develop and implement programs and services on drug abuse prevention among OSY and street children, and coordinate, integrate and utilize related activities and services of other agencies, which may include the following, namely:
 - i. Advocacy and Social Preparation;
 - ii. Technical Assistance and Capability Building for Implementers;
 - iii. Networking and Resource Generation;
 - iv. Data Banking and Evaluation;
 - v. Service Delivery; and
 - vi. Replication;
- c. Operate and manage the SDEC according to established guidelines set by the DSWD;
- d. Provide the facilities with funds, personnel complement, supplies, materials and equipment as may be deemed necessary in the management thereof and the implementation of drug abuse prevention activities;
- e. Identify target clientele and manage their cases;
- f. Ensure the compliance of SDEC to the standards developed on the operation thereof, as approved by the Dangerous Drugs Board (DDB);
- g. Prepare a three-year Work and Financial Plan reflecting the activities to be undertaken;
- h. Conduct community assemblies, wherein, through the same, the number of OSY and street children, their needs and problems could be identified. Likewise, through this activity, the data gathered shall be used as basis for preparing plans for the target group;
- i. Organize and mobilize volunteers to assist in the implementation of a drug abuse prevention program;
- j. Conduct regular monitoring and evaluation of the SDEC following the standards set, including the documentation of its operation in the pursuit of implementing drug prevention program;
- k. Submit semi-annual and annual accomplishment reports using Annexes 2 and 3, in accordance with Item 6.0 Monitoring and Reporting of DILG Memorandum Circular No. 2021-001, dated 04 January 2021;
- l. Maintain files and records of the OSY and street children, which shall be used to monitor the progress of these individuals and their families, as a reference in providing the necessary services;
- m. Perform such other functions as the City Mayor may instruct, or may be necessary for the accomplishment of the foregoing.



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Section 3. Assignment of Roles.

- a. Department of the Interior and Local Government (DILG) Muntinlupa Field Office.
 - i. Monitor the implementation of SDEC Reports;
 - ii. Submit to the DILG National Capital Region Regional Office, or Central Office;
- b. Social Services Department.
 - i. Handle case management of clients;
 - ii. Manage and maintain the SDECs;
- c. Drug Abuse Prevention and Control Office.
 - i. Implement drug prevention and early intervention mechanisms;
- d. Philippine National Police, Muntinlupa City Station.
 - i. Implement preventive anti-drug information campaign and advocacy;
 - ii. Assist the Social Services Department for children and youth protection against drugs;
- e. Youth Affairs and Sports Development Office.
 - i. Develop and implement programs to enhance the skills and abilities of OSY and street children;
- f. Alternative Learning Education.
 - i. Empower OSY and street children through provision of basic and functional literacy skills, and access equivalent pathways to complete basic education;
- g. Muntinlupa City Technical Institute.
 - i. Provide technical and vocational education and training skills development programs;
- h. Joint Resource Financing; and
Department of Agriculture, Extension Services Office.
 - i. Provide livelihood education and alternative skills training and development;
- i. City Health Office.
 - i. Provide drug dependency examination and assessment;
 - ii. Introduce medical intervention, whenever necessary;
- j. Sangguniang Kabataan Federation Office.
 - i. Within each barangay, involve the OSY in programs that will veer them away from drug use and dependency;
 - ii. Implement Special Drug Education Center Programs and Services;
- k. Red Cross Youth Council Philippine Red Cross Muntinlupa Branch.
 - i. Assist actively in the implementation of drug abuse prevention programs for the youth.
- l. Jesus Christ of Latter Days Saints International.
 - i. Assist in government programs through counselling, spiritual enrichment, technical assistance, among others.



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Section 4. Secretariat.

The SDECT shall be ably assisted by its Secretariat, and it shall be composed of the following individuals, namely:

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|----|-----------------------------|---------|
| a. | Caridad Gampal-Molo, | |
| | Social Welfare Officer V | Head; |
| b. | Arvin Tabernilla, | |
| | Administrative Assistant II | Member. |

The Secretariat shall be responsible for the following functions, namely:

- a. Issue Notices of Meeting, whether regular or special;
- b. Provide logistical support to meetings;
- c. Write, record and disseminate the Minutes of Meeting;
- d. Receive, prepare and file correspondences;
- e. Prepare all administrative requirements of the SDETC;
- f. Perform such other functions to accomplish the foregoing.

Section 5. Repealing Clause.

Previously issued orders inconsistent with any provision found herein shall be deemed repealed, revoked or amended accordingly.

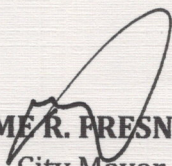
Section 6. Separability Clause.

In the event any provision found herein shall be judicially decided illegal or administratively declared infirm, untouched provisions shall continue to have full force and effect.

Section 7. Effectivity Clause.

This Executive Order shall take effect immediately, and it shall remain in full force and effect until repealed, revoked or amended accordingly.

DONE AND EXECUTED on this 8th day of February 2022 in the City of Muntinlupa.


JAIME R. FRESNEDA
City Mayor *at*