



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF LUCENA CITY**

**DESIGNATION ORDER**  
**2025-PER-023**

TO : **JULIE CARMEL U. LA ROSA**  
Nurse II

FROM : **SUSAN DL. ORIBIANA**  
Schools Division Superintendent

SUBJECT : **DESIGNATION ORDER AS FOCAL PERSON OF THE GULAYAN SA PAARALAN PROGRAM (GPP)**

DATE : January 2, 2025

1. In the exigency of service, you are hereby designated as Focal Person of the **Gulayan sa Paaralan Program (GPP)** effective January 2, 2025.
2. You are expected to perform the duties and responsibilities attached to your designation and such other related functions as may be assigned until such time this designation order is rescinded.
  - a. Coordinate, provide direction and serve as technical adviser on the programs and projects on GPP concerns of the division;
  - b. Advise and assist the school GPP coordinator and discharge its duties in between meetings;
  - c. Ensure that all schools shall prepare a GPP Plan following DepEd Memorandum No. 187, s. 2018, Pilot Implementation of the School Inside A Garden (SIGA) Program; DO 5, s. 2014, Implementing Guidelines on the Integration of Gulayan sa Paaralan, Solid Waste Management and Tree Planting Under the National Greening Program (NGP) and other related provisions;
  - d. Prepare, maintain, and keep all documentary requirements in GPP; and
  - e. Submit reports/data to the Central, Regional and Division Office in the implementation of the aforementioned program.
3. Immediate dissemination of and strict compliance with this Order is directed.

Concurred:

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JULIE CARMEL U. LA ROSA  
Nurse II