



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

DESIGNATION ORDER
2025-PER-025

TO : **CARLO JOSEPH V. CASTILLO**
Nurse II

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

SUBJECT : **DESIGNATION ORDER AS FOCAL PERSON OF THE NATIONAL DRUG
EDUCATION PROGRAM (NDEP)**

DATE : January 2, 2025

1. In the exigency of service, you are hereby designated as Focal Person of the **National Drug Education Program (NDEP)** 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to your designation and such other related functions as may be assigned until such time this designation order is rescinded.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. Implement Division NDEP Action Plan;
 - b. Coordinate, provide direction and serve as technical adviser on the programs and projects on NDEP concerns of the division;
 - c. Advise and assist the school OK sa DepEd coordinator and discharge its duties in between meetings;
 - d. Ensure that all schools shall prepare OK sa DepEd-NDEP Plan addressing issues of their school following DepEd Order No. 028, s. 2018 and other related provisions;
 - e. Strengthen OK sa DepEd-NDEP Programs, Projects and Activities;
 - f. Prepare, maintain, and keep all documentary requirements in NDEP; and
 - g. 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:

CARLO JOSEPH V. CASTILLO
Nurse II