



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

**DESIGNATION ORDER**  
**2025-PER-026**

TO : **PATRICK MIGUEL T. PALACIO**  
Nurse II

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

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

DATE : January 2, 2025

1. In the exigency of service, you are hereby designated as Alternate 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to your designation and such other related functions as may be assigned until such time this designation order is rescinded.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. Assist the focal to implement Division NDEP Action Plan;
  - b. Assist the focal to coordinate, provide direction and serve as technical adviser on the programs and projects on NDEP concerns of the division;
  - c. Assist the focal to advise the school OK sa DepEd coordinator and discharge its duties in between meetings;
  - d. Assist the focal to 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. Assist the focal to strengthen OK sa DepEd-NDEP Programs, Projects and Activities;
  - f. Assist the focal to prepare, maintain, and keep all documentary requirements in NDEP; and
  - g. Assist the focal to 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:

**PATRICK MIGUEL T. PALACIO**  
Nurse II



Address: Lucena West I ES Compound, M.L. Tagarao St. Brgy. Ilayang Iyam, Lucena City  
Contact Nos.: (042) 421-4161/421-4162/421-5137  
Email Address: lucena.city@deped.gov.ph  
Website: depedlucena.com