

Republic of the Philippines  
**Office of the City Mayor**  
City of Naga, 4400



**Mr. Jose B. Importante**

Executive Director, Dangerous Drugs Board

**Ms. Nydia P. Delfin**

National Youth Commission (NYC) - Naga  
Area Officer

**Mr. Elmer T. Sto. Domingo**

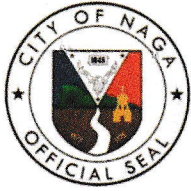
Chairperson, Naga City People's Council

**Ptr. Steven Gianan**

NGO Representative

**SECTION 2. FUNCTIONS.** The SDET shall have the following functions:

1. Ensure compliance of the facilities and operations of SDEC with the standards set forth in DILG Memorandum Circular No. 2006-150 and DDB Regulation No.1, s. 2003;
2. Formulate and review administrative and operational policies, set directions, and address issues affecting the operation of the SDEC;
3. Develop and implement programs and activities on drug abuse prevention for OSYs and Street Children, in accordance with the program components under DDB Regulation No. 1, s. 2003;
4. Coordinate with other agencies for the integration of related activities and services;
5. Lead in the identification of target clientele and management of their respective cases;
6. Organize and mobilize volunteers to assist in the implementation of drug abuse prevention programs, in coordination with the CSWDO;
7. Conduct regular monitoring and evaluation of the SDEC, including documentation of its operation and the implementation of drug abuse prevention program;



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8. Ensure the provision of necessary funds, supplies and equipment, and personnel requirement, for the most efficient and effective management of the SDEC and implementation of drug abuse prevention activities; and,
9. Ensure submission of required quarterly and annual reports to the Dangerous Drugs Board, with the CSWDO and DILG being furnished copies thereof.

**SECTION 3. PHYSICAL FACILITY.** A portion of the Naga City Children's Home, located at Barangay Pacol, Naga City, shall be used for the needed physical facilities of the Special Drug Education Center.

**SECTION 4. EFFECTIVITY.** This Executive Order shall be effective immediately.

Issued this 7<sup>th</sup> day of March, Two Thousand Twenty-Four in the City of Naga, Philippines.

**NELSON S. LEGACION**  
City Mayor

Attested by:

  
**ELMER S. BALDEMORO**  
City Administrator