



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

October 30, 2025

DIVISION MEMORANDUM
No. 670, s. 2025

**CONDUCT OF THE ELECTION OF BARKADA KONTRA DROGA (BKD) PROGRAM
OFFICERS AMONG SECONDARY SCHOOL LEARNERS**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
All Other Concerned

1. In line with the continuing efforts of the Department of Education - Schools Division Office of Pampanga, through the Learner Formation Unit under the School Governance and Operations Division, to strengthen the implementation of the Barkada Kontra Droga (BKD) Program, this Office hereby announces the **Conduct of the Election of Barkada Kontra Droga (BKD) Program Officers among Secondary School Learners**, to be held from **November 3 to 14, 2025**.

2. Guided by **Dangerous Drugs Board (DDB) Regulation No. 5, s. 2007**, and consistent with the organizational structure and program framework prescribed by the DDB, all secondary schools are hereby directed to conduct the election of **Barkada Kontra Droga (BKD) Program Officers** among secondary school learners.

3. The election of BKD Program Officers aims to:
- Strengthen student leadership and participation in the advocacy against illegal drugs;
 - Promote awareness and education among students on the harmful effects of drug abuse;
 - Encourage peer-to-peer influence in fostering a drug-free and healthy school environment;
 - Support the implementation of DDB and DepEd programs on drug prevention and control; and
 - Sustain school-based initiatives that contribute to a safe and disciplined learning community.



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4. Attached are the **Guidelines for the Conduct of the Barkada Kontra Droga (BKD) Program Officers among Secondary School Learners**, the **Template for the Submission of Reports**, and the **Oath-Taking Certification** to be distributed to the elected BKD Program Officers.
5. Should you have any questions or require further assistance, please contact Ms. Shaine M. Reyes, Division Learner Formation Coordinator, via email at shaine.reyes@deped.gov.ph or through phone at 961-52-62.
6. Immediate and widest dissemination of this Memorandum is earnestly desired.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

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GUIDELINES FOR THE CONDUCT OF THE ELECTION OF BARKADA KONTRA DROGA (BKD) PROGRAM OFFICERS AMONG SECONDARY SCHOOL LEARNERS

I. LIST OF BKD PROGRAM OFFICERS

The following positions shall be elected:

1. **President**
2. **Vice President**
3. **Secretary**
4. **Treasurer**
5. **Auditor**
6. **Public Information Officer (PIO)**

II. DUTIES AND RESPONSIBILITIES OF BKD PROGRAM OFFICERS

All selected BKD Program Officers shall:

- a. Serve as **advocates and role models** of a drug-free lifestyle.
- b. Promote **awareness campaigns** and peer education activities on drug prevention.
- c. Assist the school in **organizing anti-drug abuse programs, symposia, and outreach projects**.
- d. Serve as **marshals** during BKD activities and other school events to help maintain order and discipline.
- e. Coordinate with the **BKD Program School Coordinator** regarding plans, reports, and activities.
- f. Represent the school BKD in **division or regional BKD events** when applicable.

Specific responsibilities per position:

- a. **President** – Leads the organization; presides over meetings; coordinates with the BKD Program Coordinator.
- b. **Vice President** – Assists the President; assumes leadership in the President's absence.
- c. **Secretary** – Prepares minutes, correspondence, and documentation of activities.
- d. **Treasurer** – Manages funds, keeps records of collections and expenditures.
- e. **Auditor** – Reviews financial reports and ensures transparency.
- f. **Public Information Officer (PIO)** – Disseminates information, announcements, and promotes BKD activities through school communication channels.



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III. ELIGIBILITY OF CANDIDATES

- a. Must be currently enrolled secondary school learners in good academic and disciplinary standing.
- b. Must not have any record of involvement in misconduct or violation of school policies.
- c. Must be willing to serve and uphold the principles of the BKD Program.

IV. CAMPAIGN PERIOD

- a. Candidates may campaign for a limited period as set by the BKD Program School Coordinator.
- b. Campaigns must promote positive advocacy and **should not include any form of negative campaigning or defamation.**

V. MANNER OF ELECTION

- a. The election may be conducted **online** or **face-to-face**, depending on the school's discretion and available resources.
- b. Voting must be **fair and inclusive**, ensuring that all eligible learners can participate.

VI. SUPERVISION

- a. The **BKD Program School Coordinator** shall serve as the **lead facilitator and election chairperson**, ensuring that the election process is organized, transparent, and fair.
- b. The BKD Program School Coordinator may assign teachers or student representatives as members of the **BKD Electoral Committee** to assist in supervision and canvassing of votes.

VII. PROCLAMATION OF WINNERS

- a. Winners shall be proclaimed immediately after the official canvassing of votes.
- b. A simple **oath-taking ceremony** shall follow, to be led by the BKD Program School Coordinator or the School Head.

VIII. SUBMISSION OF REPORTS

- a. All School BKD Coordinators shall submit the list of duly elected BKD Officers to their respective **Cluster Heads immediately after the election.**
- b. The BKD Program School Coordinator shall maintain records of the election proceedings, list of officers, and minutes of the proclamation.



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- c. **All Cluster Heads** shall consolidate the submitted lists and email the consolidated report to the **Division BKD Program Coordinator** on or before **November 21, 2025**.

IX. OTHER GUIDELINES

a. Tenure of Office

All elected BKD Officers shall serve for one (1) school year, unless re-elected or replaced due to resignation or incapacity.

b. Code of Conduct

Officers must uphold the core values of **integrity, leadership, and service**.

They shall act as **peer influencers** promoting a **drug-free and disciplined student community**.

c. Succession

In case of vacancy in any position, the next ranking officer may assume the role, or a special election may be conducted as determined by the BKD Program School Coordinator.

d. Coordination with Other Organization

The BKD Officers may collaborate with other school-based clubs for joint activities supporting drug prevention advocacy.

e. Existing BKD Program Officers

If the school already has BKD officers, the BKD School Coordinator may choose to retain them or hold a new election. In such cases, the school must submit documentation verifying the current officers, including their participation in BKD activities.

f. Issuance of the BKD IDs

The official BKD Identification Cards for the duly elected BKD Officers shall be released through a separate memorandum upon the completion and consolidation of all election results.

X. EFFECTIVITY AND RESPONSIBILITY

- a. These guidelines shall take effect **immediately** and shall remain in force until amended or superseded by subsequent BKD Program directives issued by the **Department of Education or the Dangerous Drugs Board**.
- b. All **school heads** are mandated to ensure the successful conduct and full participation in the aforementioned activity.



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BARKADA KONTRA DROGA (BKD) PROGRAM OFFICERS ELECTION RESULTS

Date Conducted: _____
Venue: _____
School: _____
District / Cluster: _____
BKD Program School Coordinator: _____
Facilitated by: _____
Co-facilitators: _____

ELECTED BKD PROGRAM OFFICERS

Position	Name	Grade/Section	Remarks
President	_____	_____	
Vice President	_____	_____	
Secretary	_____	_____	
Treasurer	_____	_____	
Auditor	_____	_____	
Public Information Officer	_____	_____	

DOCUMENTATION

- o Photo documentation of the election process and oath-taking
- o Attendance sheet of participants
- o Ballots or tabulated results (if applicable)
- o Copies of minutes of the election proceedings
- o List of elected officers with signatures

Prepared by:

(Name of BKD School Coordinator)

BKD School Coordinator

Date: _____

Noted by:

(Name of School Head / Principal)

School Head / Principal

Date: _____



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CERTIFICATE OF OATH-TAKING

I, _____, having been duly elected as
_____ of the **Barkada Kontra Droga (BKD) Program**, do
hereby solemnly swear that I will faithfully perform the duties and responsibilities entrusted
to me as an officer and member of the BKD Program Organization.

I pledge to uphold and promote the ideals and principles of the **Department of Education's
advocacy for a drug-free school and community**, and to lead by example through
integrity, discipline, leadership, and responsible citizenship.

I further commit myself to support all programs, projects, and activities of the BKD
Program, and to serve my fellow students with sincerity, dedication, and respect.

So help me God.

Given this ____ day of _____, **2025** at _____.

Administered by:

(Name of BKD School Coordinator)

BKD School Coordinator

Date: _____

Noted by:

(Name of School Head / Principal)

School Head / Principal

Date: _____



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