



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS

DECS Complex, Meralco Avenue
Pasig City, Philippines



Sama-Sama
sa DECS

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

SEP 21 2001

DepEd MEMORANDUM

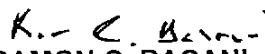
No. 282, s. 2001

REVITALIZING JUNIOR GRAFTWATCH UNITS (JGUs) IN PUBLIC SECONDARY SCHOOLS

**To: Bureau Directors
Regional Directors
Schools Division Superintendents
Vocational School Superintendents/Administrators
School Principals**

1. Pursuant to DECS ORDER No. 3, s. 2001, reiterating the Creation/Establishment of Measures on the Prevention of Graft and Corruption, all public secondary schools are encouraged to establish the Junior Graftwatch Unit (JGU).
2. The JGU is a co-curricular organization of youth and students established by the Office of the Ombudsman (OMB), in partnership with Department of Education (DepEd), as part of its multi-sectoral strategy to enjoin and empower the youth and student sector through graft and corruption education and prevention.
3. The JGU aims to:
 - a. Orient youth and students on the task, function and role of the Office of the Ombudsman;
 - b. Develop and instill in the youth traditional Filipino values, such as honesty and efficiency, in preparation for future roles as leaders of the country;
 - c. Educate youth and students on the prevalence of graft and corruption and its effects to the country's economy; and
 - d. Initiate and direct the youth and students into productive action against graft and corruption in whatever form.
4. There are two ways in which a Junior Graftwatch Unit may be formed in the school: (1) interested students may organize themselves into a JGU and apply for accreditation using the standard OMB-JGU Petition for Accreditation Form. The newly organized JGU are encouraged to adopt the standard Constitution and By-Laws drafted by the Office of the Ombudsman (OMB); (2) existing organizations/clubs may apply for accreditation using the same OMB-JGU Petition for Accreditation Form. All Petitions for Accreditation shall be submitted to the Community Coordination Bureau/Office of the Deputy Ombudsman nearest the area as listed in the enclosure. The School Principals may assign Araling Panlipunan teachers to serve as the JGU Adviser.
5. To strengthen coordination and monitoring of JGU activities, the DepEd Center for Students and Co-Curricular Affairs (CSCA) and the Office of the Ombudsman (OMB) representative are allowed to conduct orientations, seminars and training programs on values formation and public accountability in all public schools.

6. For more information and coordination, interested parties may get in touch with Mr. **Romeo I. Tan**, Community Coordination Bureau, Office of the Ombudsman, 3/F Old MWSS Bldg., Arroceros St., Manila at telephone no. 528-1472 or Mr. **Joey G. Pelaez**, DepEd-CSCA, DepEd Complex, Meralco Avenue, Pasig City at telephone no. 636-3603.
7. Regional Directors, Schools Division Superintendents, School Principals concerned are encouraged to support the establishment of JGUs in the schools.
8. Attached are the JGU Constitution and By-Laws, petition form for accreditation of student organizations, and the JGU primer for the information and guidance of all concerned.
9. Immediate dissemination of this Memorandum is desired.


RAMON C. BACANI
Undersecretary

Encls.:
As stated

References:
DECS Orders: Nos. 43, s. 1996 and 3, s. 2001

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

ORGANIZATIONS
STUDENTS

JGU PRIMER

The **Junior Graftwatch Program** is part of the Office of the Ombudsman's multi-sectoral strategy to enjoin and empower the youth sector in graft prevention and control by encouraging them to establish Junior Graftwatch Units (JGUs) in schools and communities.

OBJECTIVES

General

1. To direct the growing concern and awaken the consciousness of young citizens into productive action towards the elimination or reduction of graft and corruption and its effects to the country's economy.
2. To develop in the youth traditional Filipino values such as honesty and efficiency in preparation for future role as leaders on the country
3. To orient the youth on the task, functions and role of the Office of the Ombudsman

Specific

1. To provide a mechanism for young citizens' effective participation in the OMB's corruption prevention campaign
2. To establish a Junior Graftwatch Unit in every school and community
3. To promote recognition for the youth's achievement of their positive efforts towards clean and honest government

WHO CAN BE ACCREDITED AS JGUs?

Students and community-based youth organizations duly recognized by their respective schools and communities can apply for accreditation as JGUs.

WHAT ARE THE REQUIREMENTS FOR ACCREDITATION AND WHERE TO FILE THEM?

1. Petition for accreditation of the student organization to be signed by the President or an authorized representative
2. A copy of the certificate of recognition issued by the School Principal
3. A copy of the organization's Constitution and By-Laws
4. List of officers with their names, respective positions, year levels, addresses and telephone numbers
5. Proposed activities and programs for the entire school year including tentative dates of implementation and a brief description of each activity

Petitions for accreditation shall be filed to the Office of the Ombudsman through the Community Coordination Bureau (for NCR and Luzon-based

units), OMB Visayas (Visayas-based units), OMB Mindanao (for Mindanao-based units).

WHERE TO SUBMIT THE PETITION FORMS?

Petition forms may be submitted, addressed to the following persons. You may also inquire more about the Junior Graftwatch Program in these offices.

(for NCR and Luzon)

Dir. Romeo I. Tan

Community Coordination Bureau

Office of the Ombudsman

3/F Old MWSS Bldg., 176 A. Villegas St., Ermita, Manila

Tel. No.: 528-1472 telefax: 528-1469

(for the Visayas)

Hon. Primo C. Miro

Office of the Deputy Ombudsman for Visayas

Cebu Palace of Justice, Capitol Site, Cebu City

Tel. No.: (032) 255-0976 Fax: (032) 253-0981

(for Mindanao)

Hon. Antonio E. Valenzuela

Office of the Deputy Ombudsman for Mindanao

4/F H&C Bldg., Alvarez St., Sta. Ana, Davao City

Tel. No.: (082) 221-3431 to 33 Fax: (082) 221-3038

POWERS, FUNCTIONS AND DUTIES OF THE JUNIOR GRAFTWATCH UNIT

1. To promote the objectives of the Office of the Ombudsman
2. To act as the primary coordinating arm of the office regarding the implementation of educational and motivational projects and activities which the OMB has to undertake for the benefit of the students and the youth in general
3. To assist concerned youth on their requests for assistance, grievance and or complaints or report any anomalous, unjust, improper and corrupt activities by a government agency or personnel by providing information, assistance or make representations with the concerned government agencies through the latter's Resident Ombudsman
4. In appropriate cases, to file the necessary complaint/or request for assistance in behalf of the concerned youth before the OMB
5. To closely monitor the implementation of programs or projects of an agency in certain area and remind the agency concerned of their stated timetable
6. To assist the OMB in the data gathering and research study pertinent to graft and corruption prevention in their field of study

7. To conduct its own campaigns/projects promoting not only honesty and efficiency in government service but on the part of the other side of the transacting process as well – the public at large.
8. to conduct symposia, seminars, workshops or conferences among citizens in the area inculcating the moral values of honesty as well as educating the public on the legal, technical, social, and economic ramifications of graft and corruption
9. To report and make commendations of worthy deeds of a government agency/personnel in the discharge of its/his official service, e.g. speedy completion of projects, savings/cost reduction in its operations, etc.
10. To submit semestral reports on the activities and projects that the said chapter has undergone
11. To perform such other functions as may be designated by the OMB

HOW TO BE AN EFFECTIVE JGU

1. Install JGU sign boards at JGU offices or headquarters for easy guidance of the public
2. Place JGU complaint and suggestion boxes in JGU offices and other conspicuous places
3. Request and coordinate with local government offices to provide JGU with office spaces
4. Guest in local radio or TV public service program as part of the JGU information dissemination campaign on graft and corruption prevention programs
5. Designate a JGU action officer who will act as JGU project coordinator with the OMB and Resident Ombudsman
6. Establish coordinative linkages with each Junior Graftwatch Coordinating Council (NCR, Luzon, Visayas, Mindanao)

THE JGU MOTTO

The JGU believes that the nation's tomorrow is in the hands of the youth thus the conception of the motto – *"We cannot alter the past, but we can alter for the future."*

THE JGU LOGO

The JGU logo adopts the colors of the Philippine flag – red, blue, yellow with the image of a face. The OMB seal is embodied in the eye with the white background signifying the youth's pure and honest nature. The face is painted blue signifying peaceful effort in fighting graft and corruption, collared with yellow symbolizing hope and idealism in the pursuit of the quest for a graft-free bureaucracy. The image is laid on red signifying militancy and vigilance under the tutelage and direction of the Office of the Ombudsman.

For more information about the Junior Graftwatch Program, please write or call the:

Community Coordination Bureau

Office of the Ombudsman

3/F Old MWSS Bldg., 176 A. Villegas St., Ermita Manila

Tel. No.: 528-1472 telefax: 528-1469

Office of the Deputy Ombudsman for Luzon

4/F Old MWSS Bldg., Arroceros St., Manila

Tel. No.: 528-1470

Office of the Deputy Ombudsman for Visayas

Cebu Palace of Justice, Capitol Site, Cebu City

Tel No.: (032) 255-0976 Fax: (032) 253-0981

Office of the Deputy Ombudsman for Mindanao

4/F H&C Bldg., Alvarez St., Sta. Ana, Davao City

Tel. No.: (082) 221-3431 to 33 Fax: (082) 221-3038

CONSTITUTION AND BY – LAWS OF THE JUNIOR GRAFTWATCH UNIT

PREAMBLE

We, the members of the Junior Graftwatch Unit (Name of School) imploring the aid of Divine Providence, in order to establish an organization that shall contribute to the eradication of graft and corruption and to the promotion of good public service values in the government, develop in every individual social conscience, dedicated leadership, honor, excellence and enlightened nationalism and patriotism, do ordain and promulgate this constitution and by – laws.

ARTICLE I

General Provisions

SECTION 1. This organization shall be known as the Junior Graftwatch Unit of the _____, the seat of which shall be located at the Community Coordination Bureau, Office of the Ombudsman, 3rd Floor, Former MWSS Bldg., 176 Arroceros St., Ermita, Manila.

SECTION 2. The motto of the Junior Graftwatch shall be "*We cannot alter the past but we can be alert for the future.*"

SECTION 3. The JGU adopts the Junior Graftwatch Flag and Seal which shall be truly reflective and symbolic to the ideas, principles and aspirations of its members. In the JGU efforts to forge a spirited and dedicated commitment, this JGU logo was drafted using the colors of the Philippine flag in the profile of a youth intelligence abstract – an idealistic approach in a national framework. The eye in the abstract features the OMB seal in white coating signifying the youth's pure and honest service. The eye is set on a blue face signifying peaceful footsoldiers, collared with the yellow signifying hope towards a graft free society. The background of the logo is red signifying the wisdom of red militancy by being vigilant together with the strong arm of the OMB's unflinching quest for a highly efficient bureaucracy.

ARTICLE II
Objectives and Principles

SECTION 1. The objective of the organization shall be:

A. General

1. To direct the growing concern and awaken the consciousness of young citizens into productive action towards the elimination or reduction of graft and corruption and its effects to the country's economy;
2. To develop and ingrain in the youth traditional Filipino values such as honesty and efficiency in preparation for their future roles as leaders of the country; and
3. To orient the youth on the task, functions and role of the Office of the Ombudsman.

B. Specific

1. To promote mechanism for young citizen's effective participation in the OMB's corruption prevention campaign;
2. To establish a Junior Graftwatch Unit in every school and community; and
3. To promote recognition for the youth's achievement in their positive efforts towards clean and honest government.

SECTION 2. The Junior Graftwatch Unit shall be an autonomous, service oriented, non-sectarian, non-political, non-partisan and voluntary youth arm of the Office of the Ombudsman.

SECTION 3. Every Junior Graftwatch member shall strive to live by the following code of disciplines and likewise strive to cause others to observe the same:

- a. Love of God;
- b. Love of country; and
- c. Love of fellowmen;

ARTICLE III
Membership

SECTION 1. All students and out – of – school youth who believe and support the aforementioned objectives and principles of the organization are encouraged to join the Junior Graftwatch Program.

SECTION 2. All accepted *bona fide* school-based groups, associations, organizations, with identifiable leadership, membership and structure and with demonstrated capacity to promote public interest.

SECTION 3. Members should be at least twelve (12) years of age and with good moral standing.

SECTION 4. Members may be terminated on the following grounds:

- a. voluntary resignation;
- b. gross neglect of duties and responsibilities;
- c. grave misconduct affecting the integrity and reputation of the organization and/or educational institution;
- d. violation of the constitution, rules and regulations of the Junior Graftwatch Unit, policies and guidelines of the Office of the Ombudsman and the laws of the Philippines.

ARTICLE IV
Junior Graftwatch Units

SECTION 1. There shall be one Junior Graftwatch Unit to be created/organized by students in every high school, college, or university. However, if no new organization is created for the sole purpose of organizing a Junior Graftwatch, an existing student organization may be accredited as an OMB Junior Graftwatch Unit.

SECTION 2. There shall be as many JGU's as may be established in the communities in the various districts.

SECTION 3. Community and Institutional Units shall constitute twenty (20) or more members.

ARTICLE V

Organizational Structure And Administration

SECTION 1. The JGU National Coordinating Council – The head or president of each independent JGU in every school and community shall comprise the Junior Graftwatch Coordinating Council in respective regions of the country. The Junior Graftwatch National Coordinating Council shall be consultative /advisory body of the JGUs in the NCR, Luzon, Visayas and Mindanao. Each Council shall elect their set of Officers who shall act as the implementing body.

SECTION 2. The Coordinating Council – The council shall be composed: The Executive Director who shall preside and act as Chief Executive Officer of the Council; the Secretary General, Finance Director and Project Director shall make up the Executive Committee. The members of the Executive Committee shall be appointed by the Office of the Ombudsman through the recommendation of the Community Coordination Bureau. The Director for School Sector for school-based JGUs, and Deputy Directors for the different divisions shall be elected by the members of the coordinating council in accordance with the by-laws and rules and regulations that may be formulated by the Council and ratified by the JGU General Assembly in its annual regular meeting.

SECTION 3. JGU District Coordinating Committees

- (a) Each region shall be structured into several District Coordinating Committees along the lines of the DECS Division of the school system. Each region may composed of as many districts as the said DECS system may have adopted. For example in NCR; there are thirteen districts namely: District Coordinating Committee – City of Manila; City of Quezon; City of Caloocan; City of Pasay; City of San Juan; City of Marikina; City of Muntinlupa; Cities of Taguig & Pateros; City of Makati; Cities of Malabon, Navotas, Valenzuela; City of Las Pinas; City of Paranaque; and City of Mandaluyong.
- (b) The District Coordinating Committee shall be composed of all representatives from the various JGUs in their respective districts. Each District Coordinating Committee shall elect the District Secretariat consisting of a Deputy Director, District Director for school-based JGUs, District Director for community JGUs and district coordinators which shall be limited to four.
- (c) The District Coordinating Committee shall serve as the main coordinating and monitoring base on the operations the Junior Graftwatch Units in their respective areas. It shall likewise assist and facilitate the organization and accreditation of applicant organizations to become Junior Graftwatch Unit of the Ombudsman.

SECTION 4. The various levels of the organization shall maintain close coordination and communication for effective administration.

SECTION 5. In case of vacancy by resignation or removal for cause of any officer of the Coordinating Councils/District Committees/Units the respective Coordinating Council, District Coordinating Committee, or Unit leadership shall appoint any JGU member in their respective bodies to serve the unexpired term of the said resigned/removed official.

ARTICLE VI Meetings And Quorum

SECTION 1. The JGU organization shall hold general and special meeting.

SECTION 2. The National Convention shall be held on every third week of February for the purpose of electing the officers of the National Coordinating Council. The Coordinating Council Executive Director will present submit the council's annual report covering the activities of the regional JGU Assembly during his incumbency and the approval of the action plan of the year of the Junior Graftwatch.

SECTION 3. Special Convention/ meeting may be called by the Executive Director or by the majority of the council/ unit officers; or upon the written request of the majority of the council Junior Graftwatch Unit officers for such purposes as the petitioning officers may deem necessary.

SECTION 4. Majority of the total active members shall constitute a quorum at any general convention or meeting.

SECTION 5. The Coordinating Council Executive Director shall hold regular meetings at least once (1) a month. The Executive Director may call special meetings of the council at his discretion or upon notice of at least six (6) officers of the council for such purpose as may be deemed necessary.

SECTION 6. In the meeting of the Coordinating Council, attendance of majority of members shall constitute a quorum.

SECTION 7. No proxy vote shall be acceptable or recognized at any general meeting/convention of the organization.

SECTION 8. Notice of the meeting shall state the date, time, place, and purpose of such meeting and shall be delivered to each members seven (7) days prior to the set of such meetings.

ARTICLE VII
Transitory Provisions

SECTION 1. The officers of the Coordinating Council or District Coordinating Committee of Junior Graftwatch shall continue to hold office until such time that a new set of officers shall have been elected and qualified under this constitution.

SECTION 2. All existing resolutions and directives, orders and other executive issuance not inconsistent with this constitution shall remain operative until amended, repealed or revoked.

ARTICLE VIII
Amendments or Revisions

SECTION 1. A two third (2/3) votes of the members of the JGU General Assembly can amend any article and section of this constitution and by-laws, at a special convention called for the purpose.

ARTICLE IX
Effectivity

SECTION 1. This constitution shall take effect immediately upon approval of the majority of the Regional Council Officers and ratified by the simple majority vote of the members JGUs in a plenary assembly called for this purpose.

Republic of the Philippines
OFFICE OF THE OMBUDSMAN
176 A. Villegas St., Ermita, Manila

In re: **PETITION FOR JGU ACCREDITATION OF**

P E T I T I O N

Petitioner _____, through its authorized representative, _____, to this Honorable Office respectfully avers:

1. That the petitioner-organization with headquarters at _____, is a bonafide student organization of _____ serving as the supreme body representing the interest of students in said school.
2. That petitioner seeks accreditation as a Junior Graftwatch Unit (JGU) of the Office of the Ombudsman.
3. The Officers of the petitioner are as follows:
President-Director _____
Vice President-Director _____
Secretary-Director _____
Treasurer-Director _____
PRO-Director _____
Other Directors _____
Assistant PRO _____
Auditor _____
4. That the petitioner shall abide by the guidelines issued by the OMB in the performance of its specific functions and activities which OMB may assign to it.
5. That petitioner shall refrain from partisanship and maintain impartiality in the performance of its duties as a JGU.
6. That petitioner does not seek to achieve its objectives/goals or programs through violence or unlawful means, nor aim to propagate any ideology opposed to the principles to the principles of a republican and democratic government.
7. That petitioner undertakes to police its ranks and prevent infiltration by person who may directly or indirectly destroy its character as an impartial unit of the Office of the Ombudsman.

WHEREFORE, premises considered, it is respectfully prayed that the petitioner be accredited as a Junior Graftwatch Unit of the Office of the Ombudsman for the (School) _____ at _____ on _____, 200 _____.

Name of Organization

By:

President/Authorized Representative

Republic of the Philippines)
City/Municipality of) S.S.

VERIFICATION

I, _____, after having been sworn in accordance with law, hereby depose and say: That I am duly authorized representative in the above-entitled petition; that I have caused the preparation of the foregoing petition; that I have read and understood all the allegations therein; and that they are true and correct.

President

Subscribed and sworn to before me this _____ day of _____
affiant exhibiting to me his/her Residence Certificate No. _____
Issued at _____ on _____, 200 _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____