

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

September 22, 1977

DEPARTMENT ORDER
No. 51, s. 1977

ORGANIZATION OF A FEDERATION OF REGIONAL ASSOCIATIONS OF
VOCATIONAL EDUCATION INSTITUTIONS IN THE PHILIPPINES

To: Bureau Directors
Regional Directors
Chiefs of Services and Heads of Units
Vocational Schools Superintendents/
Administrators/Principals
Schools Superintendents

1. To achieve a more organized planning and implementation of manpower training programs, there is a need to establish strong linkages among vocational and technical schools in each region.
2. Regional directors are hereby requested to take immediate steps to organize all nationally supported vocational schools within their respective regions into an Association of Vocational Education Institutions in accordance with the inclosed Constitution adopted by Region IV which this Office has approved as a model for adoption by each region, subject to modifications in accordance with regional requirements. A report on the organization should be submitted to this Office on or before October 17, 1977, including a list of elected officials and a copy of the constitution.
3. This Office authorizes a membership fee at not exceeding three hundred pesos (P300) and annual membership dues at not exceeding three thousand pesos (P3,000) from each school, chargeable against local funds, subject to availability and the usual accounting and auditing requirements.
4. The elected officers of each regional association will meet at the E. "Amang" Rodriguez Institute of Science and Technology, Nagtahan, Manila, on November 21-23, 1977, to organize the federation of the regional associations, promulgate the constitution and by-laws for the national federation, and elect the first set of national officials.

(SGD.) JUAN L. MANUEL
Secretary of Education and Culture

Incl.:
As stated

Reference:
None

Allotment: 1-2-3-4--(D.C. 1-76)

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

FEEES
OFFICIALS
ORGANIZATIONS
REPORTS
SOCIETY or ASSOCIATIONS
VOCATIONAL EDUCATION

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CONSTITUTION

ARTICLE I - NAME

This association shall be called Association of Vocational Institutions in the Philippines - Region IV, otherwise known as A V I P - Region IV.

ARTICLE II - PURPOSE

The purposes of this association shall be:

1. To work for a responsive and coordinated vocational education program in the Region.
2. To assist member-institutions in the successful implementation of their programs.

ARTICLE III - MEMBERSHIP

Section 1. All vocational institutions are eligible for membership.

Section 2. Membership to the association shall be by application and upon payment of the required dues.

ARTICLE IV - GOVERNING BODY

Section 1. The governing body of the association shall be the Board of Directors composed of not less than (7) and not more than (15).

Section 2. The officers of the association shall be a President, a Vice President, a Treasurer, an Auditor and a Press Relations Officer.

Section 3. The Officers of the association shall be elected from and by the members of the Board of Directors.

ARTICLE V - ADVISER

There shall be an adviser of this association.

ARTICLE VI - MEETINGS

Section 1. This association shall hold annual assembly meetings, board meetings, special meetings and other meetings as authorized by the Board of Directors.

ARTICLE VII - VOTING

Voting shall be by Institutions represented during the annual assembly meeting.

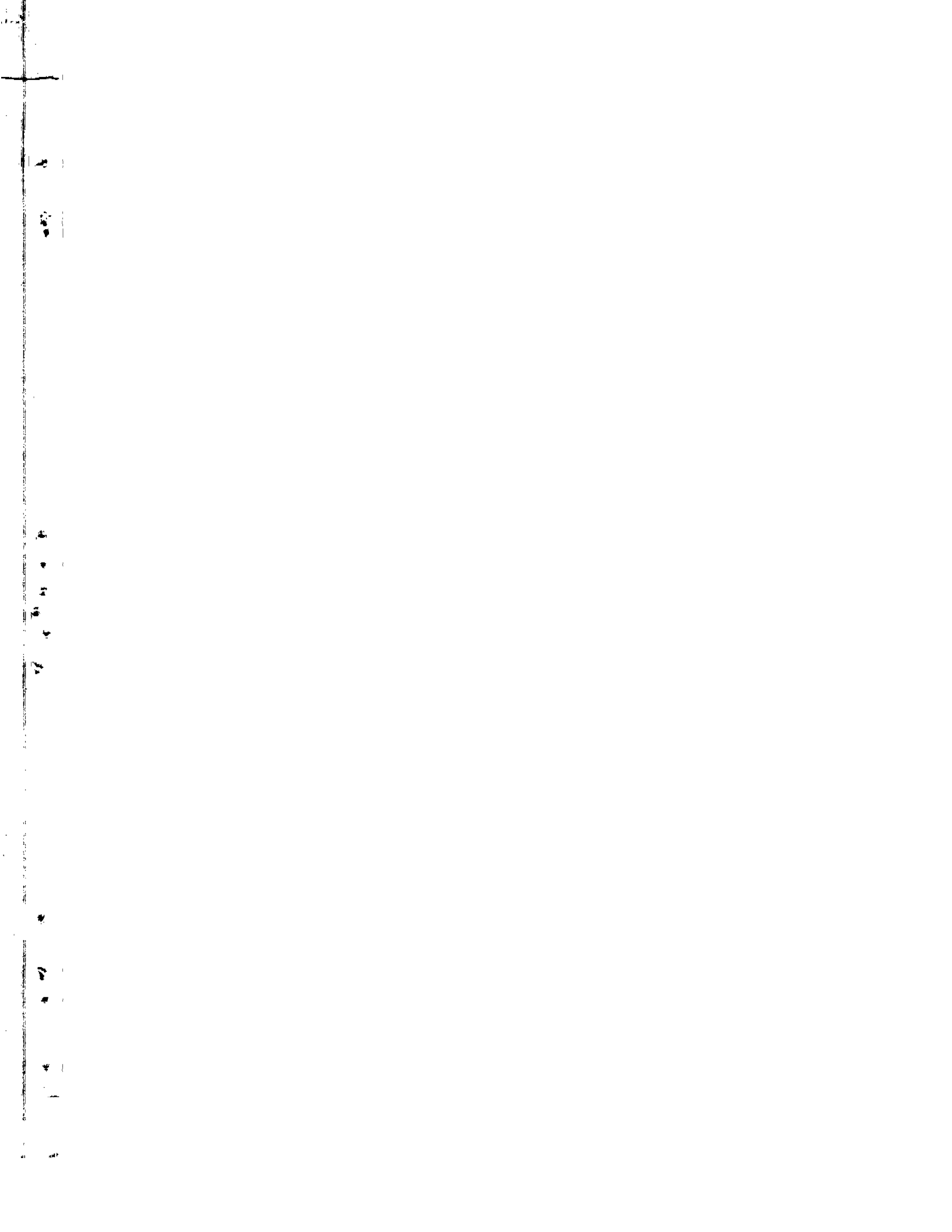
ARTICLE VIII - AMENDMENTS

This Constitution may be amended by two-thirds vote of the assembly in attendance if the number present constitutes a quorum; provided that notice of any proposed amendment shall have been received by the delegates 60 days before the assembly.

EFFECTIVITY

This Constitution and By-laws shall take effect upon approval by at least two-thirds of the heads of vocational schools in Region IV in a gathering held for this purpose.

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BY-LAWS

ARTICLE I - OBJECT OF THE BY-LAWS

These by-laws shall delineate in detail the form and functions of the Association of Vocational Institutions in the Philippines - Region IV.

ARTICLE II - DELEGATES AND OBSERVERS

Section 1. Regular Delegates. The regular delegates to the annual assembly shall consist of the head of each member institution in good standing or his duly authorized representative together with such other individuals from his institution as the nature of the activities of the Association may require; provided that, the total number of regular delegates from each member institution shall not be more than (4).

Section 2. Special Delegates. Other institutions or agencies with interest in common with those of this Association, may be invited to nominate special delegates and may participate in all activities but shall not have the right to vote.

Section 3. Observers. Additional persons from member institution not designated as regular delegates or special delegates may attend the meetings as observers.

ARTICLE III - MEETINGS

Section 1. The date of the annual assembly shall be decided by the Board of Directors.

Section 2. The place of the annual assembly shall be rotated among the member-institutions.

Section 3. The Board shall have a bi-monthly meeting.

Section 4. Special meetings of the general assembly may be held any time at the instance of the Board of Directors. The notice of such special meetings must give sufficient time for all member-institutions to be notified.

Section 5. A majority of the members of the General Assembly or of the Board of Directors shall constitute a quorum in any meeting of each of these bodies.

ARTICLE IV - OFFICERS, TERMS OF OFFICE AND DUTIES

Section 1. Officers. The officers of this Association shall be a President, a Vice-President, a Treasurer, an Auditor and a Press Relations Officer.

Section 2. The officers of the Association shall be elected among and by the members of the Board of Directors except the Secretary.

Section 3. The Board of Directors consisting of (11) members shall be elected by the General Assembly by training programs. (1 Craftsmen, 4 Trades, 3 Fisheries and 3 Agriculture)

Section 4. In case an elected officer retires, transfers, or is separated from the member-institution he represents, he should inform the Board accordingly. Whoever becomes the head of the institution he formerly represented shall succeed and/or fill the vacancy created by such retirement, transfer or separation.

ARTICLE V - COMMITTEE

Section 1. The Board of Directors shall create as many working committees as are necessary.

Section 2. The Board of Directors shall have the power to make ad interim appointments should a vacancy arise in any of the offices of the association.

Section 3. The Board of Directors shall implement all measures promulgated during the past assembly.

ARTICLE VI - FEES AND DUES

Section 1. Membership Fee. Each member institution shall pay the sum of THREE HUNDRED PESOS (P300.00) as membership fee, payable upon admission to membership in the association.

Section 2. Annual Dues. The amount of THREE THOUSAND PESOS (P3000.00) shall be charged each member institution annually, payable during the annual assembly.

Section 3. Any member institution which is in arrears of two annual dues shall be removed from the roll of members in good standing. It shall be restored to the roll of members in good standing upon payment of the said arrears.

ARTICLE VIII - EXPENSES

Disbursement of funds. The membership fees and annual dues shall be used to run the affairs of the Association.

