

**[ QUEZON CITY ORDINANCE NO. SP-2296, S-2014,  
July 09, 2014 ]**

**19<sup>th</sup> City Council  
26<sup>th</sup> Regular Session**

**AN ORDINANCE ESTABLISHING THE EDUCATIONAL FIELD TRIP  
POLICY FOR ALL PUBLIC SCHOOLS IN QUEZON CITY.**

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Introduced by Councilor JULIENNE ALYSON RAE V. MEDALLA.

Co-Introduced by Councilors Anthony Peter D. Cnsologo, Ricardo T. Belmonte, Jr., Dorothy A. Delarmente, Lena Marie P. Juico, Victor V. Ferrer; Jr., Alexis R. Herrera, Precious Hipolito Castelo, Voltaire Godofredo L. Liban III, Roderick M. Paulate, Ranulfo Z. Ludovica, Ramon P. Medalla, Estrella C. Valmocina, Gian Carlo G. Sotto, Franz S. Pumaren, Jose Mario Don S. De Leon, Jaime F. Borres, Jesus Manuel C. Suntay, Marvin C. Rillo, Raquel S. Malañgen, Jessica Caslelo Daza, Bayani V. Hipol, Jose A. Visaya, Godofredo T. Liban II, Andres Jose G. Yllana, Jr., Allan Butch T. Francisco, Karl Edgar C. Castelo. Diorella Maria G. Sotto, Rogelio "Roger" P. Juan, Melencio "Bobby" T. Castelo, Jr., Donato C. Matias and Ricardo B. Corpuz.

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WHEREAS, Section 4 (1), Article XIV of the 1987 Philippines Constitution - Education, Science and Technology, Arts, Culture and Sport provides that "The State recognizes the complementary roles of public and private institutions in the educational system and shall exercise reasonable supervision and regulation of all educational institutions."

WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991" provides for the City's power to enact measures to promote the General Welfare of their constituents:

"Every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare. Within their respective territorial jurisdictions, local government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development of appropriate and self-reliant scientific and technological capabilities, improve public morals, enhance economic

prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants."

WHEREAS, under its Regional Memorandum No. 134, S-2013, the Department of Education (DepEd) unceasingly reiterates its policies on educational field trips;

WHEREAS, DepEd Memorandum No. 529, S-2009, DepEd Order Nos. 32, S-2003 and 51, S-2002, and DECS Order No. 56, S-2001 provides for policies on the conduct of educational field trips;

WHEREAS, Quezon City Local School Board Resolution No. 8, S-2012, aims to include the city's numerous cultural heritage sites as a venue for educational field trips of Quezon City public schools;

WHEREAS, it is recognized that despite sincere efforts on the part of both the national government and local government units to regulate the conduct of educational field trips, reports continue to thrive on field trips being disadvantageous among poor families and such conducted in far flung areas and of seemingly less educational significance.

NOW, THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED;

SECTION 1. *TITLE*. - This Ordinance shall be known as "The Quezon City Public School Educational Field Trip Policy".

SECTION 2. *DECLARATION OF POLICY*. - It is hereby declared the policy of the City to protect and promote the general welfare of the people and to make education accessible to all citizens of the City.

SECTION 3. *PURPOSE OF EDUCATIONAL FIELD TRIPS*. - Field trips must have as their goal the enhancement of student knowledge and skills, as well as complementing and supplementing the adopted curriculum.

SECTION 4. *POLICIES ON EDUCATIONAL FIELD TRIPS*. - This Ordinance recognizes, abides, makes references and supplements the following measures:

1. DepEd Regional Memorandum No. 134, S-2013, Reiteration on Policy on Educational Field Trips;
2. DepEd Memorandum No. 529, S-2009, Reminder on Policy on Educational Field Trips;
3. DepEd Order No. 52, S-2003, Policy on Educational Field Trips (Supplemental to DECS Order No. 56, S- 2001 and DepEd Order No. 51, S-2002);
4. DepEd Order No. 51, S-2002, Policy on Educational Field Trips (Supplement to DepEd Order No. 56 S- 2001);

5. DECS Order No. 56, S-2001, Policy on Educational Field Trips; and
6. Memorandum of the Division of City Schools, Quezon City, dated September 19, 2013, Division Educational Field Trip Committee.

**SECTION 5. APPROVAL OF EDUCATIONAL FIELD TRIPS.**

1. All field trips of Public Elementary and Secondary Schools must be proposed to and approved by the Quezon City Schools Division Superintendent;
2. The Division Educational Field Trip Committee, organized by the Quezon City Division of City Schools shall evaluate all requests for the conduct of educational field trips to ensure their significance and the safeguards of the student-participants and recommend its approval to the Schools Division Superintendent.
3. At least one (1) month prior to the proposed date of the trip all public schools shall submit to the Quezon City Division of City Schools through the Division Educational Field Trip Committee the following documents:
  - 3.1 A joint resolution signed by all the officers and year/grade level representatives of the school PTA, Supreme Student/Pupil Government, and School Faculty Club stating:
    - 3.1.1 The need to provide such an activity:
    - 3.1.2 The itinerary and the field trip fee per student;
    - 3.1.3 That the participation to the educational field trip is on a purely voluntary basis; that no punitive/discriminatory activities will be asked from students who will not be able to join
    - 3.1.4 The cost of the field trip which was arrived at after considering at least three (3) offers from service providers; and
    - 3.1.5 The said resolution was agreed upon in a General Assembly called for the purpose.
  - 3.2 Request letter from the department head sponsoring the activity explaining the nature and purpose of the educational field trip including the benefits to be derived from the visit of the places indicated in the itinerary.
  - 3.3 A Certification from the School's Bids and Awards Committee (BAC) that the choice of the Service Provider was the result of a canvass from at least three (3)