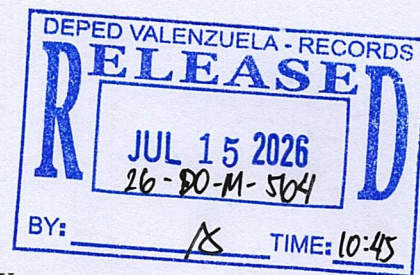


DepEd ICT Unit
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Control no.: 246UB74



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0571 s. 2026

**PLASTIC BANK SCHOOL RECYCLING PROGRAM
IMPLEMENTATION IN SCHOOLS**

To **Assistant Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School heads
School WinS, YES-O, DRRM, and YES-O Coordinators
All Other Concerned**

1. In reference to the Memorandum of Agreement (MOA) between DepEd Valenzuela and Plastic Bank Philippines, as well as DepEd Order No. 5, s. 2014 titled "Implementing Guidelines on the Integration of Gulayan sa Paaralan, Solid Waste Management and Tree Planting Under the National Greening Program (NGP)," all schools are directed to implement the plastic recycling program through proper waste management and the systematic segregation of plastic bottles from daily school garbage collection.
2. All School Adopt-a-School Program (ASP) Coordinators, Youth for Environment in Schools Organization (YES-O) Advisers, Wash in Schools (WinS) Coordinators, and Disaster Risk Reduction and Management (DRRM) Coordinators, in collaboration with the learners, are requested to facilitate the advocacy, application, collection, segregation, and overall implementation of the plastic recycling program within their respective schools. Please note that plastic collection and segregation shall not be made a requirement for any subject discipline.
3. All proceeds generated from the plastic recycling program shall be utilized and allocated exclusively for WinS program activities, such as the maintenance and improvement of school restrooms and handwashing facilities.
4. Attached to this Memorandum are the division letter and the Memorandum of Agreement for your information, reference, and guidance.
5. Immediate dissemination of and compliance with this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: As stated,
References: Memorandum of agreement
Division Memorandum No. 258, s. 2026
To be indicated in the Perpetual Index
under the following subject
Solid Waste Management Climate Change Mechanism

ECP/SGOD-SMN
July 13, 2026

DepEd ICT Unit

Web Posted by: hrt
Control no.: 216016328



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0258 s. 2026

**PLASTIC BANK SCHOOL RECYCLING PROGRAM: ONBOARDING
ORIENTATION IN SCHOOLS**

To **Assistant Schools Division Superintendent
CID and SGOD Chief Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School heads
School WinS, DRRM, and YES-O Coordinators
All Other Concerned**

1. In reference to Division Letter No. 084, s. 2026 and the request from the Senior School Program Manager of Plastic Bank Philippines dated March 12, 2026, the Schools Division Office (SDO)-Valenzuela City, in partnership with Plastic Bank Philippines, will conduct an Onboarding Orientation on March 18, 2026, at 1:00 p.m. at the Dalandanan National High School Activity Center.
2. All public schools are requested to send one (1) representative (either the YES-O, WinS, or DRRM Coordinator) to the activity. Participants are required to bring at least five (5) plastic bottles for the demonstration. This orientation aims to introduce the program, demonstrate the plastic collection and recording process, and align the initiative with the Department of Education's 3-Star WinS (Water, Sanitation, and Hygiene in Schools) Policy and the city's ongoing environmental and waste management efforts.
3. Attached to this Memorandum are the division letter, plastic bank letter request, list of PMT, and orientation activity matrix for information, reference, and guidance.
4. Food refreshment shall be shouldered by the partner NGO, while travel expenses of the participants shall be charged against School Local Funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination and compliance with this Memorandum is hereby desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: As stated,
References: Division Letter No.084, s. 2026
Plastic Bank Phils. Request Letter from
Senior School Program Manager
To be indicated in the Perpetual Index
under the following subject
**Solid Waste Management
Climate Change Mechanism**

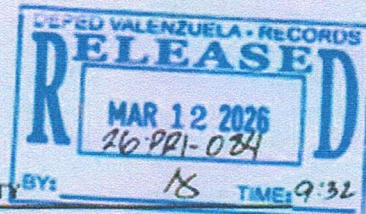
ECP/SGOD-SMN
March 13, 2026



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



Office of the Schools Division
Superintendent

March 10, 2026

CARLITAS BONDOC

Digital Schools Product Owner
Plastic Bank

Sir:

This is in reference to your letter dated March 5, 2026, regarding your request to formalize a partnership with SDO-Valenzuela City. We acknowledge your proposal to implement the **Plastic Bank Schools Recycling Program** across our public elementary and secondary schools to strengthen solid waste management and support compliance with the DepEd 3-Star WinS (Water, Sanitation, and Hygiene in Schools) Policy.

Relative to this, the Plastic Bank is instructed to strictly observe the following guidelines:

1. Compliance with DepEd Order No. 9, s. 2005, "No Disruption of Classes Policy";
2. Strict observance of the Data Privacy Act of 2012 to ensure the confidentiality and protection of teachers' and learners' personal information;
3. Compliance with DepEd Order No. 19, s. 2008, "No Collection Policy in Public Schools";
4. Proper coordination with the concerned school before the conduct of the activity;
5. Securing written parental consent for the voluntary participation of learners in the activity; and
6. For your reference and coordination, the attached school directory may be used.

Thank you.

Very truly yours,

NOEL D. BAGANO
Schools Division Superintendent

Division Letter No. 034, s. 2026
SGOD-SMN/ECF

MEMORANDUM OF AGREEMENT

Plastic Bank Schools Program

KNOW ALL PERSONS BY THESE PRESENTS:

JUL 13 2026

This MEMORANDUM OF AGREEMENT (the "Agreement") is made and executed this ____ day of _____ 2026 (the "Effective Date"), in _____, Philippines, by and between:

OCEAN BOUND PLASTIC RECYCLING PHILIPPINES, INC., a corporation duly organized and existing under Philippine laws, with office address at No. 9 Uptown Bonifacio Tower III, 36th Street corner 11th Avenue, Fort Bonifacio, Taguig City, represented by its Regional Vice President, Asia Pacific, **RENE A. GUARIN**, hereinafter referred to as "**PLASTIC BANK**";

— and —

SCHOOLS DIVISION OFFICE OF VALENZUELA CITY, a government office of the Department of Education, with office address at Pio Valenzuela ST., Marulas, Valenzuela City, represented by its Schools Division Superintendent, **NOEL D. BAGANO**, hereinafter referred to as the "**SDO-VALENZUELA CITY**"

PLASTIC BANK and the **SDO-VALENZUELA CITY** are hereinafter referred to individually as a "**Party**" and collectively as the "**Parties**."

WHEREAS, **PLASTIC BANK** implements programs that support plastic waste recovery and promote circular economy participation through education and community-based mechanisms;

WHEREAS, the **SDO-VALENZUELA CITY**, consistent with Republic Act No. 9155, supports governance and supervision of basic education within its division;

WHEREAS, the Parties recognize schools as strategic sites for strengthening segregation, safe storage, and recovery of recyclables while building environmental responsibility; and

WHEREAS, the Parties desire to cooperate to implement the Plastic Bank Schools Program (the "Program") in DepEd schools within the jurisdiction of the **SDO-VALENZUELA CITY**.

NOW, THEREFORE, the Parties agree as follows:

I. PURPOSE AND SCOPE

1. This Agreement establishes the framework for implementing the Program in participating DepEd schools within the jurisdiction of **SDO-VALENZUELA CITY**.
2. The Program covers recyclable plastic waste generated within school premises and stored per agreed guidelines. Engagement of surrounding households/communities must comply with applicable laws, DepEd issuances, and school policies, and shall not create additional liability for either Party beyond this Agreement.
3. Collection and reporting shall be conducted using the **PLASTIC BANK APP (the "App")** and through junkshops/haulers/waste collectors coordinated at the school level.
4. For clarity, **PLASTIC BANK** acts as the program coordinator and service facilitator for collection and verification activities. **SDO-VALENZUELA CITY provides division-level coordination and facilitation** consistent with DepEd policies.
5. Nothing herein shall be construed as transferring **school premises liability, student welfare, supervision, or campus safety obligations** to **PLASTIC BANK** or **SDO-VALENZUELA CITY**. These remain with the participating schools and their respective

Any amendment or modification must be in writing and signed by authorized representatives of both Parties.

XXV. NOTICES

Notices shall be in writing and sent personally, by registered mail, or by email to the addresses below (or such updated address as notified in writing):

For PLASTIC BANK: No. 9 Uptown Bonifacio Tower III, 36th Street corner 11th Avenue, Fort Bonifacio, Taguig City | Email: schoolsph@plasticbank.com | Attention: Carlitas Bondoc, Solutions Delivery Manager

For SDO-VALENZUELA CITY Pio Valenzuela St., Marulas, Valenzuela City | Email: sdovalenzuela@deped.gov.ph | Attention: Edwin C. Pineda, Division Partnership focal person/Senior Education Program Specialist

XXVI. GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Subject to Clause XXII and Clause XIII, any court action arising from this Agreement shall be filed exclusively in the proper courts of [City/Province], Philippines, unless the Parties otherwise agree in writing.

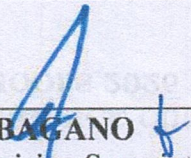
XXVII. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties with respect to the Program and supersedes all prior negotiations, representations, or agreements, whether written or oral.

XXVIII. EFFECTIVITY CLAUSE

This Agreement shall take effect immediately upon signing by the Parties and shall remain valid for three (3) years Program Term unless earlier terminated in accordance herewith.

IN WITNESS WHEREOF, the Parties have hereunto set their hands this JUL 13 2026 day of _____ 2026 in QUEZON CITY, Philippines.

OCEAN BOUND PLASTIC RECYCLING PHILIPPINES, INC. (PLASTIC BANK)	SCHOOLS DIVISION OFFICE OF <u>Valenzuela City</u> (SDO)
By:  RENE A. QUARIN Regional Vice President, Asia Pacific	By:  NOEL D. BAGANO Schools Division Superintendent / Authorized Representative

Signed in the presence of:

Name/Signature	 BALAZARA BAYEN, ED.D. Chief, Education Supervisor School Governance and Operations Division
Name/Signature	

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY) S.S.

QUEZON CITY

JUL 13 2026