

**THE 2001 KATIPUNAN NG KABATAAN AND SANGGUNIANG KABATAAN
CONSTITUTION AND BY-LAWS**

PREAMBLE

We, the members of the Katipunan ng mga Kabataan and Sangguniang Kabataan Federations, imploring the aid of the Almighty God, in order to uplift the general welfare of the youth, assume a role in the national development and governance as an active, supportive and participating partner of the government in formulating programs, projects, strategies and other initiatives that ultimately lead the youth to achieve a truly free, just, democratic, effective, self-reliant, progressive and most of all, God-abiding and morally upright sector in the Philippine society, do ordain and promulgate this Constitution and By-Laws.

Article I

NAME AND DOMICILE

Section 1. The organization shall be known as Katipunan ng mga Kabataan ng Pilipinas, herein referred to as KKP.

Section 2. The Officers of the Katipunan ng mga Kabataan ng Pilipinas shall be known as Sangguniang Kabataan, which shall also be referred to as SK.

Section 3. The national office of the KKP and SK shall be located within Metro Manila.

Article II

DECLARATION OF PRINCIPLES

Section 1. In the realization of its objectives, the members of the KKP and the SK shall be committed to:

- 1.) The rule of law;
- 2.) Consultative, participatory and democratic attitude;
- 3.) Public service above self;
- 4.) The Bayanihan Spirit of the Filipinos; and
- 5.) Total development of the youth.

Section 2. The Katipunan is founded on the following objectives:

- 1.) To establish a nationwide forum for the achievement of the following:
 - a.) To give life, meaning and substance to the constitutional mandate on "Local Autonomy and Decentralization of Powers"; and
 - b.) For ventilation of matters which are Legislative Concerns of the Local Legislative Assemblies;
- 2.) To bring the Government to the grassroots citizenry, especially the youth and the latter to the government;
- 3.) To strengthen the rapport, camaraderie and brotherhood among the members of the Katipunan ng mga Kabataan;
- 4.) To formulate, implement and coordinate activities, projects and programs particularly those that are beneficial to the members of the Katipunan and/or the general welfare of the people;
- 5.) To promote the development of cooperatives throughout the country in order to uplift the socio-economic condition of the youth and the Filipino people as a whole;
- 6.) To set up a Foundation for the benefit of the members and their constituents;
- 7.) To undertake fund-raising projects and activities to support the KK programs and objectives;
- 8.) To stand for the protection and preservation of the rights, privileges and benefits of the youth; and;
- 9.) To initiate and support programs that are designed to enhance the social, political, economic, cultural, intellectual, moral, spiritual and physical development of the youth.

Article III

MEMBERSHIP

Section 1. The Katipunan ng mga Kabataan (KK) is the basic unit of the Sangguniang Kabataan.

Section 2. The Sangguniang Kabataan (SK) is the youth council in the barangay and its members are elected from among the members of the Katipunan ng mga Kabataan.

Section 3. The Pederasyon ng mga Sangguniang Kabataan shall be composed of the Chairmen of the SK of the different barangays or Presidents of the lower federations.

Section 4. Representation in the Pederasyon at all levels is by organization. The highest officer of each body alone shall be the official representative to the next higher level of the Pederasyon. Provided, however, that a Pederasyon member can be officially represented during the meetings and other activities by the Vice-President of the lower Pederasyon he represents or in the case of the SK in the Barangay, the first Councilor.

Section 5. Membership in the SK Pederasyon shall be terminated by death, conviction of felony, being permanently incapacitated, and removed from office on the grounds and manner as may be prescribed in this Constitution and By-Laws and the Pederasyon's respective Internal Rules and Procedures.

Article IV

RIGHTS, PRIVILEGES, DUTIES AND OBLIGATIONS OF MEMBERS

Section 1. Members in good standing shall have the following rights and privileges:

1. The right to participate in all KK activities;
2. The right to avail oneself of the services of the Pederasyon;
3. The right to vote, and if qualified for a position, to be voted upon;
4. The right to use the facilities of the Pederasyon; and
5. The right to avail such rights and privileges as may be prescribed by law, this Constitution and By-laws, their respective Internal Rules of Procedure and their respective SK Executive Committee for the lower Pederasyon and the SKNEB for the Pambansang Pederasyon.

Section 2. Each member shall have the following duties and obligations:

- 1.) To actively participate in all activities of the KK and its Pederasyon;
- 2.) To propagate by word and by deed the principles, objectives and programs of the Katipunan; and
- 3.) To conduct oneself in a manner befitting a member of the Katipunan.

Article V

POWERS AND FUNCTIONS OF THE PEDERASYON

Section 1. The Panmetropolitang, Panlalawigang, Panlungsod and Pambayang Pederasyon ng mga Sangguniang Kabataan shall have the following functions:

- 1.) Formulate policies as may be necessary for the pursuit or realization of the aims and objectives in accordance with this Constitution and By-Laws;
- 2.) Initiate and implement programs designed and enhancing the social, political, economic, cultural, intellectual, moral, spiritual and physical development of the KK and SK members;
- 3.) Appropriate and administer its own funds;
- 4.) Create such other bodies or Committees as it may deem necessary to effectively carry out programs and activities;
- 5.) Call or convene the Katipunan ng mga Kabataan (Barangay Youth Assembly) or the Pederasyon ng SK of the next lower level as may be necessary;
- 6.) Discuss and decide vital issues affecting the Pederasyon and the Katipunan;
- 7.) Exercise such others duties and functions as the Pambansang Pederasyon or SKNEB may provide and direct.

Section 2. The Pambansang Pederasyon ng mga Sangguniang Kabataan (PPSK) shall be the highest policy making body of the SK. The functions of the PPSK shall be as follows:

- 1.) Formulate the national policies and general program of action of the Sangguniang Kabataan, in accordance with this Constitution and By-Laws and other national policies on the youth;
- 2.) Amend and ratify this Constitution and By-Laws;
- 3.) Elect the National officers of the PPSK;
- 4.) Establish liaison and linkages to different governmental and non-governmental institution for collaborative efforts towards youth development;
- 5.) Exercise over-all supervision of all the lower pederasyon and the SK in the Barangay; and
- 6.) Perform or do such acts or deeds as may be necessary for the attainment of the goals and objectives of the PPSK.

Article VI

SETTLEMENT OF CONTROVERSIES

Section 1. On controversies regarding katipunan ng mga kabataan, investigation and decision shall be under the jurisdiction of the Barangay Sangguniang Kabataan concerned.

Section 2. On controversies involving a SK Chairman or SK Kagawads or the Sangguniang Kabataan as a collective body, investigation and decision shall be under the jurisdiction of the Pambayang or Panlungsod na Pederasyon.

Section 3. On controversies involving a SK Pambayang/Panlungsod na Pederasyon President or the SK Pambayang/Panlungsod na Pederasyon as a collective body, investigation and decision shall be under the jurisdiction of the Panlalawigang Pederasyon.

Section 4. On controversies involving a SK Panlalawigang Pederasyon President or Highly Urbanized City or Independent Component City Pederasyon President or the SK Panlalawigang or HUC or ICC Pederasyon as a collective body, investigation and decision shall be under the jurisdiction of the SK National Executive Board.

Section 5. In all instances, decisions should be voted for by a majority of all the members of the council or pederasyon.

Section 6. All decisions shall be final and executory without prejudice to appeal provided herein.

Section 7. Modes of Appeal.

- 1.) Decisions made in the Barangay SK shall be appealable to the Pambayang/Panlungsod na SK Pederasyon and appealable on last recourse to the Panlalawigang SK Pederasyon.
- 2.) Decisions made by the Pambayang/Panlungsod na SK Pederasyon shall be appealable to the Panlalawigang SK Pederasyon on last recourse.
- 3.) The decisions made by the Panlalawigang/Highly Urbanized City/Independent Component City SK Pederasyon shall be appealable to the SK National Executive Board.

Article VII

THE LOCAL EXECUTIVE COMMITTEE, THE REGIONAL COUNCIL AND THE NATIONAL EXECUTIVE BOARD

Section 1. Each lower pederasyon shall have its own Local Executive Committee composed of all the elected officers of the pederasyon which shall be known as follows:

- 1.) SK Metropolitan Executive Committee (SKMEC) for the SK Panmetropolitang Pederasyon;
- 2.) SK Provincial Executive Committee (SKPEC) for the SK Panlalawigang Pederasyon;
- 3.) SK City Executive Committee (SKCEC) for the SK Panlungsod na Pederasyon; and
- 4.) SK Municipal Executive Committee (SKMEC) for the SK Pambayang Pederasyon.
- 5.) The Pederasyon concerned can add additional members to their respective Local Executive Committee as they deem necessary.

Section 2. The officers of the Panmetropolitang, Panlalawigang, Panlungsod and Pambayang Pederasyon to compose the Local Executive Committee and to be elected are as follows:

- 1.) President;
- 2.) Vice President;
- 3.) Secretary;
- 4.) Treasurer;
- 5.) Auditor;
- 6.) PRO; and
- 7.) Sergeant-at-Arms

Section 3. (1.) The SK Regional Council, herein referred to as SKRC, shall be composed of all the Pambansang Pederasyon ng mga Sangguniang Kabataan members belonging to a particular Administrative Region. The Regional Director during the Pambansang Pederasyon ng mga Sangguniang Kabataan election shall be the automatic Chairman of the Regional Council.

(2.) The Sangguniang Kabataan Regional Council shall have its Secretary-General and Treasurer to be appointed by the Regional Directors.

Section 4. The SK National Executive Board herein referred to as the SKNEB shall be composed of all the elected regular officers of the Pambansang Pederasyon ng mga Sangguniang Kabataan.

Section 5. The Pambansang Pederasyon ng mga Sangguniang Kabataan regular officers shall be the following:

- 1.) President;
- 2.) Executive Vice President (EVP);
- 3.) Vice President for Luzon, Visayas and Mindanao;
- 4.) Secretary-General;
- 5.) Deputy Secretary-General;
- 6.) Treasurer;
- 7.) Assistant Treasurer;
- 8.) Auditor;
- 9.) Assistant Auditor;
- 10.) PRO for Luzon, Visayas and Mindanao;
- 11.) Sergeant-at-Arms; and
- 12.) Regional Directors in representation of the present sixteen (16) administrative regions in the country.

Article VIII

POWERS AND FUNCTIONS OF THE OFFICERS OF THE PEDERASYON

Section 1. The functions and duties of the Panmetropolitang, Panlalawigang and Panlungsod na Pederasyon Officers shall be as follows:

- 1.) The President – He shall be the Chief Executive of the Pederasyon in their respective jurisdiction. As such, he shall:
 - a.) Implement, execute and enforce the objectives and goals of the Pederasyon, the rules and regulations and the directives laid down by the Pambansang Pederasyon and the National Executive Board;
 - b.) Render Annual Report before the end of January of each year to the Panmetropolitang, Panlalawigang, Panlungsod or Pambayang Pederasyon as the case may be;
 - c.) Sign contracts, agreements, acts, and deeds for and in behalf of the Local Federation with the concurrence of the Local Executive Committee;
 - d.) Preside over meetings of the Local Executive Committee and the meetings of the Local Federations; and
 - e.) Certify and endorse in consultation with the Local Executive Committee all Panmetropolitang/Panlalawigang/Panlungsod/Pambayang activities as the case may be which are participated directly or indirectly by Sangguniang Kabataan officials at the different levels. Provided, that if the president will not certify and endorse such activity, the accrued expenses of the participants during the said activity cannot be charged to the Local Government Unit funds nor the Sangguniang Kabataan funds; Provided further, that an activity needs the certification and endorsement of the:
 - 1.) President of the Pambayang or Panlungsod na Pederasyon if it involves two (2) Barangays within the municipality or city.
 - 2.) President of the Panlalawigang Pederasyon if it involves two or more municipalities and/or component cities within the province.
 - f.) The presidents of the pederasyon at all levels shall impose preventive suspension upon the recommendation of the Local Executive Committee against the president of a lower pederasyon/SK Chairman or other officers of their respective pederasyon who are respondents of a verified complaint. Preventive suspension may be imposed any time after the issues are joined, when the evidence of guilt is strong, or given the gravity of the offense, there is a great probability that the continuance in the office of the respondent could influence the witnesses or pose a threat to the safety and integrity of the records and other evidence; Provided that any single preventive suspension of the SK officials shall not extend beyond sixty (60) days; Provided, further, that in the event that several administrative cases are filed against SK officials, they cannot be preventively suspended for more than ninety (90) days within a single year on the same ground or grounds existing and known at the time of the first suspension.
 - g.) The SK pederasyon presidents have the power to suspend for thirty (30) days but not more than sixty (60) days its members for not attending three (3) consecutive meetings without written justifiable or reasonable cause with the consequence of forfeiture of their monthly honorarium and compensation.
- 2.) Vice President – He or She is the next highest officer of the Pederasyon. As such, he shall:
 - a.) Discharge the functions of the President in case the latter dies, resigns, becomes physically incapacitated or is suspended or removed from the office;
 - b.) Assist the President in the implementation of programs, projects, and activities of the Local Federation;
 - c.) The Vice-President of the Panlungsod/Pambayang Pederasyon shall be the president of the Panlungsod/Pambayang Green Brigade, as provided for by E.O. 52;
 - d.) Perform such other functions as may be assigned to him by the President and the Local Executive Committee.
- 3.) Secretary – The Secretary shall:
 - a.) Certify accredited members of the Local SK Pederasyon;
 - b.) Record the minutes of the meetings of the SK Local Executive Committee and the members of the Pederasyon;
 - c.) Keep the records of the membership and other papers, documents, properties and assets of the Pederasyon;
 - d.) Send notice of regular and special meetings of the SK Local Executive Committee and the Pederasyon;
 - e.) Cause the publication of all decisions, resolutions and actions of the Pederasyon, in consultation with the President; and
 - f.) Perform such other duties and functions as may be assigned to him by the President and the Local Executive Committee.
- 4.) Treasurer – The Treasurer shall:
 - a.) Take custody of and control over all funds and properties of the Pederasyon;
 - b.) Receive, collect and disburse funds and dispose the properties of the Pederasyon under the authority of the President;
 - c.) Issue official receipts for any sum of money or properties of the Pederasyon; and
 - d.) Perform such other official duties as may be assigned to him by the President and the Local Executive Committee.
- 5.) Auditor – The Auditor shall:
 - a.) Examine and audit periodically the books of the local SK Pederasyon, its assets and liabilities and require the production of the supporting documents;
 - b.) Inform the Pederasyon Officers immediately of any transaction inimical to the Pederasyon, and do such acts or propose such measures that shall protect the Interest of the Pederasyon; and
 - c.) Perform such other official duties as may be assigned to him by the President and the Local Executive Committee.
- 6.) Public Relation Officer (PRO) – The PRO shall:
 - a.) Establish relations or contacts with mass media for purpose of disseminating information about the Pederasyon Membership, as well the objectives and activities of the Pederasyon and,
 - b.) Perform such other official duties as may be assigned to him by the President and the Local Executive Committee.
- 7.) The Sergeant-at Arms shall:
 - a.) Maintain order and discipline during meetings of the SK Local Executive Committee and meetings of Pederasyon; and

- b.) Perform such other functions and duties as the President and the Local Executive Committee may deem necessary.

Section 2. The powers and functions of the SK Pambansang Pederasyon Officers are as follows:

1. The President – The National President is the Chief Administrator of the SK. As such, he shall :
 - a.) Implement, execute and enforce the objectives and goals of the Katipunan, the rules, regulations and directives laid down by the Pambansang Pederasyon;
 - b.) Render Annual Report to the Pambansang Pederasyon or at such period as may be required by them;
 - c.) Sign contracts, agreement, acts and deeds for and in behalf of the SK with the concurrence of the National Executive Board.
 - d.) Preside over the meetings of the National Executive Board and the Pambansang Pederasyon;
 - e.) Certify and endorse, in consultation with SKNEB, all national activities which are directly or indirectly participated by the SK officials at all levels; Provided, that if the President will not certify and endorse such activity, the accrued expenses of the participants during the said activity cannot be charged to the LGU funds nor to the SK Funds; Provided further, that an activity needs this certification and endorsement if the activity involves at least two (2) provinces or highly urbanized or independent component cities;
 - f.) Call emergency or special meeting of the SKNEB or Pambansang Pederasyon whenever the need arises;
 - g.) Sign, for and in behalf of the SKNEB and PPSK; Memoranda of Agreement (MOA), Memoranda of Understanding (MOU) and the like with other organizations, government institutions and private entities subject to the concurrence of the SKNEB;
 - h.) Cause the immediate, comprehensive and equitable implementation of the programs approved by the SKNEB and the Pambansang Pederasyon;
 - i.) Convene all local federations and the Barangay SK as the need arises;
 - j.) Impose preventive suspension upon the recommendation of the SK National Executive Board against the president of a Panlalawigang Pederasyon, or President of a HUC/ICC Pederasyon and other officers of Pambansang Pederasyon who are respondents of a verified complaint;
 - k.) Perform such other functions as may be assigned to him by the Pambansang Pederasyon and the SKNEB.
2. The Executive Vice-President – The Executive Vice-President shall be the next highest elected officer of the SK. As such, he shall:
 - a.) Discharge the Function of the President in case the latter dies, resigns, becomes physically incapacitated, is suspended or removed from the office;
 - b.) Assist the president in the implementation of the SK programs, projects and activities; and
 - c.) Perform such other functions as may be assigned to him by the President and the SKNEB.
3. The Vice-President for Luzon, Visayas and Mindanao – The Vice-Presidents for Luzon, Visayas and Mindanao shall:
 - a.) Discharge the function of the President, or the Executive Vice-President, in case of vacancy in the office of the President, or the Executive Vice-President, or if either or both refuse, fail, or unable to assume the functions of the President. Under this situation, the NEB shall elect among the three (3) Vice Presidents who will succeed to the presidency;
 - b.) Exercise direct supervision in the implementation of programs and projects over the regions in their respective areas;
 - c.) Assist the President in carrying out the objectives and goals of the PSK in their areas;
 - d.) Assist the Treasurer in the collection of dues, assessments and fees in their areas;
 - e.) Perform such other duties as may be assigned to them by the President and the SKNEB.
4. The Secretary-General – The Secretary-General shall:
 - a.) Certify accredited members of the Pambansang Pederasyon;
 - b.) Act as the Secretary-General of the National Executive Board;
 - c.) Record and keep the minutes of the meetings of the Pambansang Pederasyon and the National Executive Board;
 - d.) Keep the records of membership and other papers, documents and inventories of properties and assets of the Pambansang Pederasyon and the SKNEB;
 - e.) Send notice of regular and special meetings of the Pambansang Pederasyon and the National Executive Board;
 - f.) Furnish copies of all publication to the three (3) PRO's for information dissemination in their respective geographical areas; and
 - g.) Perform such other duties as may be assigned to him by the president and SKNEB.
5. The Deputy Secretary-General – The Deputy Secretary-General shall:
 - a.) Discharge the functions of the Secretary-General, in case the latter dies, resigns or becomes incapacitated to discharge his functions;
 - b.) Assist the Secretary-General in the discharge of his functions; and
 - c.) Perform such other functions as may be assigned to him by the President and the SKNEB.
6. The Treasurer – the Treasurer shall:
 - a.) Take custody of and control over all funds and properties of the Pambansang Pederasyon, together with the Assistant Treasurer, except those which for special reasons the National Executive Board may entrust to the other officers and members;
 - b.) Receive, disburse funds and dispose properties of the Pambansang Pederasyon, under the authority of the President or the National Executive Board;
 - c.) Issue officials receipts for any sum of money or properties received by him, in behalf of the Pambansang Pederasyon;
 - d.) Keep a book of accounts of the Pambansang Pederasyon and the SKNEB;
 - e.) Render financial reports during annual meetings, and keep inventories of the books and other properties received by him.
 - f.) Perform such other functions as may be assigned to him by the President and the SKNEB.
7. The Assistant Treasurer – the Assistant Treasurer shall:
 - a.) Discharged the functions of the Treasurer, in case the latter dies, resigns or becomes incapacitated to discharged his functions;
 - b.) Assist the Treasurer in the discharged of his function; and
 - c.) Perform such other functions as may be assigned to him by the President and the SKNEB.
8. The Auditor – The Auditor shall:
 - a.) Examine and audit periodically the books of the pederasyon, its assets and liabilities, and require the production of the supporting documents;
 - b.) Inform the National Executive Board immediately of the transaction inimical to the Pederasyon, and do such acts or propose such measures that shall protect the interest of the Pederasyon; and
 - c.) Perform such other functions may be assigned to him by the President and the SKNEB.
9. The Assistant Auditor – The Assistant Auditor shall:
 - a.) Discharge the functions of the Auditor in case the latter dies, resigns or becomes incapacitated to discharged his functions;

- b.) Assist the Auditor in the discharge of his function; and
 - c.) Perform such other functions as may be assigned to him by the President and the SKNEB.
10. The Public Relations Officers (PRO) for Luzon, Visayas and Mindanao – The PRO's for Luzon, Visayas and Mindanao shall:
 - a.) Establish relations and contacts with mass media for purposes of disseminating information about the organization, membership, objectives, and activities of the Pederasyon in the geographical area they represent; and
 - b.) Perform such other functions and duties as the President and the National Executive Board may deem necessary.
 11. The Sergeant-at-Arms – The Sergeant-at-Arms shall:
 - a.) Maintain order and discipline during the meetings of the Pambansang Pederasyon and the National Executive Board; and
 - b.) Perform such other functions and duties as the President and the National Executive Board may deem necessary.
 12. The Sixteen (16) Regional Directors – The Regional Directors shall:
 - a.) Promote and implement the objectives, programs, and projects of the Pederasyon, in coordination with their respective area Vice Presidents in their respective regions;
 - b.) Assist the National Executive Board in the promotion and protection of the rights and interest of the members in their respective regions; and
 - c.) Perform such other functions as may be assigned to them by the President and the National Executive Board.

Article IX

DUTIES, RESPONSIBILITIES AND FUNCTIONS OF THE LOCAL EXECUTIVE COMMITTEE, THE REGIONAL COUNCIL AND THE NATIONAL EXECUTIVE BOARD

Section 1. The Local Executive Committee (LEC) shall have the following duties, responsibilities and functions:

1. Formulate specific projects and activities for the implementation of the Local Federation in line with the policies and programs adopted by the Pambansang Pederasyon;
2. Confirm all appointments of Committee Chairmanship and Membership;
3. Disseminate the information, resolutions, directives and decisions of the concerned Pederasyon and the Pambansang Pederasyon;
4. Impose disciplinary actions against erring members and provide penalties therefore;
5. Concur with the Memorandum of Agreements (MOA), Memorandum of Understanding and the like signed by the President for and in behalf of the concerned federation;
6. Discuss and resolve urgent matters, which affect the pederasyon and the constituent SK's which necessitate immediate action;
7. Oversee and supervise the implementation of programs of lower pederasyon and constituent SK's;
8. Review and certify as approved, budgets of the constituent SK's;
9. Impose sanctions to those who fail to submit the budget for review and approval
10. Perform such other duties, responsibilities, and functions as maybe determined by the Pambansang Pederasyon or the SKNEB in accordance with the KKP and SK Constitution and By-Laws;

Section 2. The SK Regional Council shall perform a coordinative function and shall serve as a liaison between the Pambansang Pederasyon and the lower Federations within the region.

Section 3. The functions of the National Executive Board (NEB) shall be as follows:

1. Formulate concrete plans and projects in line with the policies and programs of the Pambansang Pederasyon and the thrusts of the KKP and SK Constitution and By-laws;
2. Confirm all appointments in Committee Chairmanship and Membership;
3. Disseminate information, resolutions, directives or decisions of the Pambansang Pederasyon;
4. Report to the Pambansang Pederasyon whenever the latter is in assembly;
5. Update and follow-up the benefits that may be granted to the members of the SK at all levels;
6. Impose disciplinary actions against erring members and provide penalties therefore;
7. Concur with all Memoranda of Agreement (MOA), Memoranda of Understanding (MOU) and linkages entered into by the President for and in behalf of the Pambansang Pederasyon;
8. Oversee and supervise the implementation of programs and projects of the Pederasyon at all levels;
9. Propose amendments to, or revision of, the PSK and KKP Constitutions and By-laws subject to the ratification of the SK Pambansang Pederasyon.
10. Promulgate the necessary rules and regulations for the implementation of the provisions of this Constitution and By-laws;
11. Appropriate the funds of the Pambansang Pederasyon;
12. Perform such other functions as may be determined by the Pambansang Pederasyon in accordance with the KKP and SK Constitution and By-laws.

Article X

PROCEDURE FOR REVIEWING THE BUDGET

Section 1. (a) All SK budgets approved by a majority of the seven (7) members of a particular SK shall be submitted to the Municipal/City LEC on or before the last working day of October of every year. The municipal and city SK LEC shall review for approval and deliberate on the budget whether the same conforms with the thrusts and policies of the national, provincial, city or municipal federations, before the last working day of November every year. All approved budgets shall be certified as approved by the President of the Pambayang or Panlungsod na Pederasyon ng Sangguniang Kabataan as the case may be.

b) For the municipal and component city SK LEC, they shall submit the approved SK budgets of the respective member SK to the office of the Panlalawigang Pederasyon for their information and guidance.

c) All realignments in Barangay SK budgets should be submitted to the municipality/city LECs for its review and shall be deliberated during the regular or special meetings of the municipality/city LEC. The realignment approved by the municipal/city LEC shall be certified as approved by the Pambayan/Panlungsod SK Pederasyon President, as the case may be.

d) All the budgets and realignments should be deliberated and approved by the majority of all members of the LEC concerned during its regular or special meeting.

Section 2. (a) All municipal federations and component city federations shall prepare their own budget within the fiscal year and the same shall be submitted before the provincial local executive committee for its deliberation, review and approval, to be consistent with its thrust, policies and programs. All approved budgets shall be certified as approved by the president of the Panlalawigang Pederasyon ng Sangguniang Kabataan.

(b) All realignments of Pambayang and Panlungsod na Pederasyon should be submitted to the Provincial LEC for its review and shall be deliberated during the regular or special meetings of the Provincial LEC. The realignment approved by the Provincial LEC shall be certified as approved by President of the Panlalawigang Pederasyon.

(c) All budgets and realignments should be deliberated and approved by the majority of all the members of the Provincial LEC during its regular or special meeting.

Section 3. (a) All Panlalawigang, HUC/ICC pederasyon budgets shall be approved by the SKNEB.

(b) All budgets and realignment should be deliberated and approved by the majority of all the members of the SKNEB during its regular or special meeting.

Article XI

ALLOCATION OF SK FUNDS

Section 1. The budget submitted for review to the Pambayang, Panlungsod and Panlalawigang Pederasyon should include allocation for the following with their prescribed percentages:

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|-------------------------------|-----|
| 1.1. Green Brigade | 10% |
| 1.2. Livelihood | 10% |
| 1.3. Capability Building | 10% |
| 1.4. Anti drug abuse campaign | 10% |

Section 2. Fifty eight (58%) percent shall be allocated by the SK for the following concerns:

- 2.1. Education Services and Moral Recovery Program
- 2.2. Health Services and Adolescent Reproductive Health Program
- 2.3. Disaster Coordination and Calamity Management
- 2.4. Sports Development Activities
- 2.5. Community Immersion
- 2.6. Infrastructure projects
- 2.7. Legislative work and Involvement
- 2.8. Other Development Programs vital for the youth

Section 3. Annual Dues. 2% of the SK Fund in the Barangay shall automatically be appropriated for annual dues. Out of the 2%

- 3.1. In case of the Barangay SK's in the municipalities or component cities:
 - 40% goes to the Pambayang Pederasyon
 - 20% goes to the Panlalawigang Pederasyon
 - 20% goes to the Regional Council
 - 20% goes to the Pambansang Pederasyon
- 3.2. In the case of the Barangay SK's in the Highly Urbanized Cities and Independent Component Cities:
 - 50% goes to the Panlungsod na Pederasyon
 - 25% goes to the Regional Council
 - 25% goes to the Pambansang Pederasyon

Article XII

THE NATIONAL STANDING COMMITTEES

Section 1. The National Standing Committees are:

1. Committee on Finance, Budget and Appropriation;
2. Committee on Projects and Infrastructure;
3. Committee on Employment, Livelihood, Cooperatives and Entrepreneurship
4. Committee on Ways and Means;
5. Committee on Ecology and Environment;
6. Committee on Anti-Drug Abuse and Rehabilitation;
7. Committee on Legislation;
8. Committee on Health and Sanitation;
9. Committee on Sports;
10. Committee on Education and Culture;
11. Committee on Indigenous and Muslim Affairs;
12. Committee on Grievance and Arbitration;
13. Committee on Internal Affairs;
14. Committee on Tourism and Special Events;
15. Committee on Rules and Legal Matters;
16. Committee on Revision of Laws and Constitutional Amendments;
17. Committee on Investigation and Accountability; and
18. Committee on Youth with Special Needs

Section 2. The SKNEB shall create such other committees as it may deem necessary.

Section 3. The Functions of the National Standing Committees are:

1. *Committee on Finance, Budget and Appropriation* – It shall attend to the requirements of the PPSK, financial or otherwise, to enable the latter to implement its objectives, programs, projects and activities;
2. *Committee on Projects and Infrastructure* – It shall take charge of planning, devising, organizing and adopting programs on infrastructure and special projects for implementation of the Federation;
3. *Committee on Employment, Livelihood, Cooperatives and Entrepreneurship* – It shall initiate and coordinate short and long - range term for livelihood programs, cooperatives and entrepreneurship, labor employment and manpower development, promotion of employer-employee cooperation, labor education, and the mechanics for implementation by the Federation;
4. *Committee on Ways and Means* – It shall take charge of planning, organizing and adopting measures and programs to raise funds for the Pederasyon, in coordination with the National Treasurer and/or Assistant Treasurer, in order to augment the expenses and supplement the funding requirements of the Pederasyon and shall serve as the liaison of the federation to all governmental institutions and non- governmental organizations and such other relevant institutions;
5. *Committee on Ecology and Environment* – It shall take charge of planning, adopting and disseminating measures, programs and standards for an ecologically-balanced, clean, green and aesthetic environment;
6. *Committee on Anti-Drug Abuse and Rehabilitation* – It shall take charge of planning, organizing and adopting ways and means to curtail and eradicate drug dependence in society, most especially among the youth and providing for effective and efficient means of rehabilitation;
7. *Committee on Health and Sanitation* – It shall take charge of planning, organizing, devising and adopting programs and activities for health and sanitation;

8. *Committee on Sports* – It shall take charge of planning, organizing, devising and adopting comprehensive programs and activities for genuine sports development of the youth;
9. *Committee on Legislation* – It shall take charge of the following (a) Obtaining pertinent legislations affecting the Local Government and the youth, and disseminate the same to the members of the Federation; and (b) Formulation of proposed legislations, resolutions and the like for submission to the Local Government Units and to the National Government;
10. *Committee on Education and Culture* – It shall take charge of planning, organizing, devising and adopting programs and activities for the preservation and revival of our indigenous Filipino culture, and the enhancement of our educational system;
11. *Committee on Indigenous and Muslim Affairs* – It shall initiate appropriate programs and activities for the benefit and the promotion of the general welfare of the indigenous and Muslim Youth;
12. *Committee on Grievance and Arbitration* – It shall take appropriate actions to maintain good relations among the members and shall settle and resolve disputes and disagreements;
13. *Committee on International Affairs* - It shall initiate appropriate measures and activities to strengthen international ties and relations among the youth of other nations;
14. *Committee on Tourism and Special Events* - a) It shall take charge of planning, promoting and implementing all tourist-related activities, programs and projects; b) It shall serve as liaison with the Department of Tourism and other tourist institutions or agencies, both foreign and local;
15. *Committee on Rules and Legal Matters* – it shall cause the preparation of the Internal Rules of Procedures for the Pambansang Pederasyon and the SKNEB and shall formulate the mechanics for the imposition of suspension and removal and all other sanctions of the members at all levels including the SK officials in the barangay for every violation of any provision of this Constitution and By-laws and the respective Internal Rules of Procedures. The chairman of the committee shall be the Floor Leader of the Pambansang Pederasyon and the SKNEB;
16. *Committee on Revision of Laws and Constitutional, Amendments* – It shall hear, consolidate and sponsor on the floor all proposed amendments to or revision of the KKP and SK Constitution and By-laws It shall conduct committee hearings at the different localities to determine the veracity of the proposed amendments or revisions;
17. *Committee on Investigation and Accountability* – It shall cause the investigation of erring members of the Pambansang Pederasyon and the SKNEB and recommend to the SKNEB for adoption and implementation the sanctions that may be imposed; and
18. *Committee on Youth with Special Needs* – It shall take charge of all matters relating to the needs of the youth with special needs in the society.

Section 4. The Committee Chairmen and Members shall be appointed by the President with the concurrence of the SKNEB. Provided, however, that the Committee Chairmen shall be chosen from among the SKNEB Members.

Section 5. Each Committee shall be composed of a Chairman and five (5) members. The members shall elect among them the Vice-Chairman and the Secretary. Three (3) members of the Committee, including Chairman, shall constitute a quorum.

Section 6. The selection for membership in the committees shall be upon the discretion of the President based upon geographical proximity.

Article XIII

MEETINGS AND QUORUM

Section 1. For the purpose of electing new set of officers for the Pambansang Pederasyon, the incumbent SKNEB thru the DILG Secretary shall convene the new members of the Pambansang Pederasyon at the time and place to be specified by them with the supervision of the Commission on Elections (COMELEC), Department of Interior and Local Government (DILG) and the National Youth Commission (NYC).

Section 2. After the elections, the Pambansang Pederasyon shall meet regularly at least once a year at the time and place to be determined by the Pambansang Pederasyon immediately after the election to take-up matters pertinent to the realization of the principles and objectives of the Pambansang Pederasyon.

Section 3. A special meeting may be called by the National President or upon written request by one-thirds (1/3) of the members of the National Executive Board or one-thirds (1/3) of the members of the Pambansang Pederasyon. Written notice of the date, time, place and the agenda shall be given to all the members thereof at least seven (7) days prior to the scheduled date of the meeting.

Section 4. The SK National Executive Board shall meet regularly on a quarterly basis. A special meeting may be called by the National Executive Board.

Section 5. The Sangguniang Kabataan Regional Council shall meet at least twice a year or as often as necessary upon the call of the Regional Directors or at least 1/3 of its members.

Section 6. (1) The Panmetropolitang, Panlalawigang, Panlungsod and Pambayang Pederasyon shall be convened at least once a month, at the time and place specified by the Pederasyon concerned.

(2) Special Meetings of the Pederasyon can be called by at least 1/3 of its members by giving a written notice to all the members thereof, of date, time, place and agenda at least five (5) days before the meeting, in the case of the Panlalawigan, Panlungsod or Pambayang Pederasyon.

Section 7. (1) An SK National Congress shall be called every year for the purpose of a Comprehensive Consultation on the SK issues and concerns. For this purpose the Congress shall be composed of all elected SK Officials from the Barangay to the national level. The presence of at least three hundred (300) official delegates shall constitute a quorum during said Congress.

- (2) There shall also be a SK Congress at all levels to be composed of the following:
 - a.) SK Regional Congress composed of all SK Panlalawigang/Panlungsod/Pambayang Pederasyon Presidents within the region.
 - b.) SK Metropolitan Congress or SK Provincial Congress composed of all constituent SK Panlungsod and Pambayang Pederasyon presidents and the constituent SK Chairmen;
 - c.) SK City and SK Municipal Congress composed of all constituent SK Chairmen and SK Kagawads;
 - d.) The presence of one-thirds (1/3) of all the members of the respective SK Local Congress shall constitute a quorum.

Section 8. The Local Executive Committee shall meet once every quarter or upon the call of the Pederasyon or at least three (3) of its member.

Section 9. A quorum is the number of members required to be able to transact official business and such is necessary for the validity of every decision the Federation shall make.

- 1.) The quorum for the Pambansang Pederasyon shall be as follows:
 - a) For the National convention, the presence of one-thirds (1/3) of thirty-three (33) members of good standing including the President, whichever is lower, shall constitute the quorum; and

- b) For the National Executive Board, thirteen (13) members including the President shall constitute the quorum.
- 2.) For the Panmetropolitang, Panlalawigang, Panlungsod and Pambayang Pederasyon, one-third (1/3) of the total number of members shall constitute the quorum; and
- 3.) For the Local Executive Committee, a majority of all its members shall constitute the quorum.

Article XIV

ELECTIONS

Section 1. All SK units throughout the country shall be sequentially federated in every political unit, starting from the municipal and city to the provincial, metropolitan and national political subdivisions and levels.

- 1) The Pederasyon organized at the municipal level shall be known as the Pambayang Pederasyon ng mga Sangguniang Kabataan, otherwise known as the SK Municipal Federation, composed of all the SK Chairmen of the concerned municipality.
- 2) The Pederasyon organized at the city level shall be known as the Panlungsod na Pederasyon ng mga Sangguniang Kabataan otherwise known as the SK City Federation composed of all the SK Chairmen of the concerned city. For purposes of representation, the SK Panlungsod na Pederasyon is divided into three (3) kinds as follows:
 - a) Component City Federation (CC) which is directly under the jurisdiction of the SK Provincial Federation;
 - b) Independent Component Cities (ICC) and Highly Urbanized City (HUC) Federations of Metro Manila which are directly under the jurisdiction of the SK Metropolitan Federation;
 - c) Independent Component City (ICC) Federation and Highly Urbanized City (HUC) Federation which are directly under the jurisdiction of the National Federation.
- 3) The Pederasyon organized at the provincial level shall be known as Panlalawigang Pederasyon ng mga Sangguniang Kabataan, composed of all the elected Presidents of the component municipalities and cities of the province concerned.
- 4) The Pederasyon organized at the metropolitan political subdivision level shall be known as the Panmetropolitang Pederasyon ng mga Sangguniang Kabataan, composed of all the elected Presidents of the component municipalities and cities of the concerned metropolitan political subdivision.
- 5) The Pederasyon organized at the national level shall be known as the Pambansang Pederasyon ng mga Sangguniang Kabataan, composed of all elected presidents of the SK Provincial Federation, SK City (HUC/ICC) Federation, and the SK Metropolitan Federation.

Section 2. The Pederasyon for the purpose of organizing and electing its new set of officers shall undergo the following election procedures:

- 1) The next day immediately after the conduct of the Sangguniang Kabataan General Elections, the Municipal Local Government Operations Officer (MLGOO) concerned shall convene for five (5) days all the duly elected and qualified SK Chairmen at his jurisdiction in a conducive and neutral venue for the aforesaid purpose. The election of officers of the respective PSK shall be held during the fifth day. The first four (4) days shall be utilized for the holding of the Integrated Sangguniang Kabataan Organizational Leadership and Reorientation (ISKOLAR) Basic Orientation Seminar (BOS) which shall particularly focus on the development of leadership and the development of management skills. The module shall include among other things the period for the mass oath taking of the newly elected SK Chairmen and the elected officers of the Pederasyon and the commitment exercises.
- 2) The next day immediately after the conduct of the SK Pambayang Pederasyon and the SK Panlungsod na Pederasyon organizational meetings, ISKOLAR-BOS, and election of officers, the Provincial Local Government Operations Officers (PLGOO) or the DILG Regional Director of the Metropolitan Political subdivision concerned shall convene for five (5) days all the duly elected and qualified Pederasyon Presidents of the municipalities and cities in his jurisdiction in a conducive and neutral venue for the above mentioned purpose. The election of officers of the respective PSK shall be held during the fifth day. The first four (4) days shall be utilized for the holding of the ISKOLAR Training (Phase II) which shall particularly focus on the local legislative procedures and strategic planning. The module shall also include, among other things, the period for the oath taking of the officers and members of the respective PSK and the commitment exercises.
- 3) Five (5) days immediately after the conduct of the SK Panlalawigang Pederasyon and SK Panmetropolitang Pederasyon Elections, the incumbent SKNEB thru the Secretary of the DILG or his duly authorized representative shall convene for another five (5) days all the duly elected and qualified Pederasyon Presidents of all the provinces, independent component cities, highly urbanized cities and metropolitan political subdivisions at any appropriate venue within Metro Manila for the organization of the Pambansang Pederasyon. The election of officers and members of the Pambansang Pederasyon shall be held during the third day. Immediately after the election, the officers and members of the Pambansang Pederasyon shall take their oath of office before the President of the Republic of the Philippines or in his absence, to any official of the Republic explicitly allowed by law to administer oath. The first two (2) days shall be utilized for the discussion and appraisal of the local and national youth situationer that will govern the next set of officers of the Pambansang Pederasyon itself which shall serve as the highest policy making body of the SK. The fourth and fifth days shall be designated as the first Pambansang Pederasyon Meeting with the elected Pambansang Pederasyon President as Presiding Officer.

Section 3. There shall be a Board of Election Supervisors (BES) at every level to be composed of the following:

1. SK Pambayang/Panlungsod na Pederasyon Election
 - a. Municipal/City Local Government Operations Officer, as Chairman;
 - b. Municipal/City COMELEC Registrar, as Member; and
 - c. Secretary to the Sangguniang Bayan/Sangguniang Panlungsod, as Member
2. SK Panlalawigang Pederasyon Election
 - a. Provincial Local Government Operations Officer, as Chairman;
 - b. Provincial Election Supervisor, as Member;
 - c. Secretary to the Sangguniang Panlalawigan, as Member.
3. SK Panmetropolitang Pederasyon Election
 - a. NCR Regional Director, DILG, as Chairman;
 - b. NCR Regional Director, COMELEC, as Member; and
 - c. Secretary General to the MMDA, as Member
4. SK Pambansang Pederasyon Election
 - a. DILG Secretary, as Chairman;
 - b. Executive Director, COMELEC, as Member; and
 - c. Chairman, NYC, as Member

In the absence of any of the designated Chairman or Member of the BES at any level, his duly authorized representative shall sit in the Board for and in his behalf.

Section 4. The Board of Election Supervisors (BES) shall be the final arbiter in all election controversies within its level. Its decision on any matter relative to the SK Pederasyon Election shall be final and executory. The BES shall decide all election controversies within three days after the Federation elections.

Section 5. After the elections, the BES shall furnish the DILG Offices at the corresponding level of the result of the elections.

Section 6. The following preliminary organizational activities shall be undertaken during the day of the election, at all levels:

- 1) A temporary presiding officer and a secretary shall be elected by the members of the Pederasyon from among themselves.

- 2) The temporary presiding officer and the secretary are not eligible to run for any position. The temporary presiding officer shall cause the roll call of the official members of the Pederasyon and shall determine the presence of majority of the Pederasyon members which shall constitute a quorum to validly undertake the elections. Except for unavoidable and justifiable circumstances as may be allowed by the Board of Election Supervisors, only those who are able to complete the whole activity from the first day of the organizational meeting shall be allowed to participate during the election proper.
- 3) After the roll call and a quorum is constituted, the temporary presiding officer shall announce clearly the officers to be voted upon and the declaration of procedure pursuant to this Constitution and By-Laws and such other guidelines as may be promulgated by the SKNEB.
- 4) The secretary shall take down the minutes of the proceedings.
- 5) There shall be an Election Committee at every level to be composed of a Chairman and two (2) Members to be elected by the Members of the Federation from among themselves. And after all policies and issues have been clarified, the temporary Presiding Officer shall proceed with the nomination and election of the Chairman and Members of the Election Committee.
- 6) As soon as the Chairman and Members of the Election Committee have been elected, the temporary Presiding Officer shall turnover the chair to the Committee which shall conduct the Federation election proper as follows:
 - a. The committee shall accept nomination of candidates from the Members of the Pederasyon;
 - b. The name of each nominee shall be properly written at the specified black board form which the nominees, upon proper motion, may correct the spelling of his name together with his nickname;
 - c. Each nominee for an office shall be allotted equal time to speak before the federation members strictly on his qualification, platforms and programs;
 - d. The election shall start from the President down to the last officer to be elected. The members of the pederasyon will be voting for one position at a time and the counting for those votes casted shall immediately follow;
 - e. Candidates who lost from a higher position may run again for the next lower position/s.
 - f. Every Pederasyon member present shall be entitled to vote. Voting shall be by secret ballot;
 - g. In case of a pending election protest in any of the proper forum and no final decision has been rendered yet, the SK Official proclaimed by the Board of Election Canvassers (BEC), in the case of the Barangay, or by the Election Committee, in the case of the Pederasyon, shall be recognized during the Pederasyon Elections and shall be allowed to vote and be voted upon. In the event that a final decision has been rendered wherein said SK Official is the losing party, his vote to any elected Pederasyon Officer remains to be valid, but in the event that he is elected as officer, such office shall be subsequently declared vacant and a special election for the purpose of filling that office shall be called. In the event that the above mentioned SK Official who is declared loser in an Election Protest is elected President of the Pederasyon, the Vice-President shall automatically assume office of the Presidency and a special election to fill up the position of Vice-President shall be called;
 - h. As soon as all the members desiring to vote have voted, the Election Committee shall declare the voting closed, then proceed with the counting of the votes publicly using tally sheets and board for the purpose and basis of said count, proclaim and certify the winning candidates. The Election Committee shall not postpone or delay the counting and the proclamation except for extreme necessity; which should be approved by the majority of the members of the committee;
 - i. The DILG officer concerned shall cause the preparation of the forms such as the official ballots, tally sheets, and certificates of proclamation of elected officers, and may secure, for the use of the Federation, the needed ballot box and portable voting booths from the concerned local LGU Treasurer where the Federation Election is held.

Section 7. Term of Office – The term of office of the officers and members of the Pederasyon ng mga Sangguniang Kabataan at all levels shall be until such time that their legal successors shall have been duly elected and qualified, unless removed from office sooner for the causes provided for by law, the KKP and SK Constitution and By-Laws and their respective Internal Rules of Procedures, permanently incapacitated, dies or resigns from office.

Article XV

DISCIPLINARY ACTIONS

Section 1. Any SK Official at all levels may be disciplined, suspended, or removed from office on any of the following grounds:

1. Disloyalty to the Republic of the Philippines;
2. Culpable violation of the Constitution of the Republic of the Philippines or of the KKP and SK Constitution and By-Laws;
3. Dishonesty, oppression, misconduct in office, gross negligence, or dereliction of duty;
4. Commission of any offense involving moral turpitude or an offense punishable by at least prison mayor;
5. Abuse of authority;
6. Unauthorized absence for two (2) consecutive, regular or special meetings in the case of the Pambansang Pederasyon, or three (3) consecutive, regular or special meetings in the case of the Local Federation and the SK or five (5) unauthorized absences in a year;
7. Application for, or acquisition of, foreign citizenship or residence or the status of an immigrant of another country; and
8. Such other grounds as may be provided in the Local Government Code of 1991, this Constitution and By-Laws, their respective Internal Rules of Procedures, and other laws.

Section 2. In addition to the above mentioned grounds, the President of any Pederasyon or an SK Chairman may be disciplined, suspended or removed from office on the following grounds:

1. Failure to call/hold regular meetings for at least two (2) consecutive months;
2. Any SK Federation President or SK Chairman who is validly removed as such pursuant grounds provided for the provisions of the 2001 KKP and SK Constitution and By-Laws on disciplinary actions, shall be removed as an ex-officio member of the Barangay, municipal, city or provincial council as the case may be. Conversely, removal of any SK Chairman/President as ex-officio member in the local legislative body or sanggunian in which he sits in such capacity, shall ipso facto result in the loss of his presidency or chairmanship in the SK Pederasyon or SK Barangay as the case may be;
3. Failure to act on verified complaints against any other officer or members of his Federation or against the officers or members of the lower Federation within the prescribed period of time;
4. Removal as a member of the next higher federation.

Section 3. A verified complaint against any erring President of a Pederasyon or Chairman of a Council for his disciplinary action shall be initiated only by a member of the Pederasyon/Council concerned and shall be prepared as follows:

1. A verified complaint against the President of the Pambansang Pederasyon ng mga Sangguniang Kabataan shall be filed before the Office of the DILG Secretary;
2. A verified complaint against the President of the SK Panmetropolitang Pederasyon, SK Panlalawigang Pederasyon, or SK Panlungsod (HUC/ICC) na Pederasyon shall be filed before the Office of the President of the Pambansang Pederasyon;
3. A verified complaint against the President of the SK Panlungsod (Component City) na Pederasyon or SK Pambayang pederasyon shall be filed before the Office of the President of the SK Panmetropolitang Pederasyon or SK Panlalawigang Pederasyon where said pederasyon belongs;
4. A verified complaint against a SK Chairman shall be filed before the Office of the President of the SK Panlungsod na Pederasyon or SK Pambayang Pederasyon where such constituent SK belongs;
5. a) If a verified complaint against the SK Chairman being complained of is the SK Panlalawigang Pederasyon President, said complaint should be filed in the office of the President of the Pambansang Pederasyon who shall convene and preside the Panlungsod/Pambayang Pederasyon concerned either by himself or through his duly authorized representative in the investigation and decision of the case.

b) Should an SK Chairman being complained of is at the same time the incumbent highly urbanized city or Independent Component City Pederasyon President, the complaint shall be filed before the Office of SK Pambansang Pederasyon President, who shall convene and preside the Highly Urbanized City or Independent Component City Pederasyon concerned by himself or through his duly authorized representative in the investigation and decision of the case.

c) If a verified complaint against the SK Chairman being complained of is the SK City/Municipal Federation President, said complaint should be filed in the office of the SK Provincial Federation President who shall convene and preside the Panlungsod/Pambayang Pederasyon concerned either by himself or through his duly authorized representative in the investigation and decision of the case.

Section 4. A verified complaint against any other erring officer or member of any Federation or Barangay SK for his disciplinary action shall be initiated also by only a member of the Pederasyon or SK concerned and shall be prepared as follows:

1. A verified complaint against any other officers or members of the Pambansang Pederasyon shall be filed before the SKNEB through the President of the Pambansang Pederasyon.
2. A verified complaint against any other officers or members of the Local Federation shall be filed before the President of the concerned Federation.
3. A verified complaint against any SK Kagawad shall be filed before the Office of the SK Chairman.

The President concerned whose office receives a complaint against any of his officers or member, or the SK Chairman in the case of a Barangay SK, shall convene his Federation, or the SKNEB in the case of the Pambansang Pederasyon ng Sangguniang Kabataan, or the SK Council in the case of the Barangay SK in their usual place of gathering to hear, investigate and decide the said complaint. The concerned authorities shall preside throughout the whole duration of the investigation.

Section 5. The complainant and the respondent shall be inhibited from voting but shall not be prejudiced with their right to participate in the process of deliberation.

Section 6. Any officer or member of a federation or of a Barangay SK may be disciplined, suspended or removed from office by a majority vote of all the members of the Federation concerned; Provided; however, that the complainant and the respondent shall be excluded in the determination of the required number of votes.

Section 7. Within five days after the verified complaint is filed, the concerned authority to whose office such complaint is filed shall require the respondent to submit his verified answer within five (5) days from receipt thereof; and commence the investigation of the case within five (5) days after receipt of such answer of the respondent. Non-submission of a verified answer within the aforesaid period is tantamount to the waiving of his right to present his side in writing.

Section 8. (1) The investigation of the case shall be terminated within sixty (60) days from the start thereof. Within fifteen (15) days after the end of the investigation, the Pederasyon or the SK concerned shall render a decision which shall appear in its records of proceedings and such shall be furnished to the complainants and respondents and all the interested parties including the DILG through its local offices.

(2) The penalty of suspension shall not exceed the unexpired term of the respondent or a period of six (6) months for every offense, nor shall said penalty be a bar to the candidacy of the respondents so suspended to any elective SK Office as long as he meets the qualifications required for the office.

(3) The penalty of removal from office as a result of said investigation shall be considered a bar to the candidacy of the respondent to any elective SK Office at all levels.

Section 9. Decisions in the above mentioned complaints may, within thirty (30) days from receipt thereof, be appealed to the following:

- 1) The SK Pambayang Pederasyon or the Panlungsod na Pederasyon, in the case of the Barangay SK, and only appealable in the last instance with the SK Panlalawigang Pederasyon, who shall act on such appeal within sixty (60) days upon receipt thereof, whose decision shall be final and executory. Provided, however, that failure of the SK Panlalawigang Pederasyon to act on such appeal within the prescribed period renders the decision of said SK Pambayang Pederasyon or SK Panlungsod na Pederasyon final and executory;
- 2) The SK Panlalawigang Pederasyon or the SK Panmetropolitang Pederasyon, in the case of their respective component SK Panlungsod na Pederasyon or SK Pambayang Pederasyon, and only appealable in the last instance with the SK Panlalawigang Pederasyon and SK Panmetropolitang Pederasyon who shall act on such appeal within sixty (60) days upon receipt thereof, whose decision shall be final and executory. Provided, however, that failure of the SK Panlalawigang Pederasyon and SK Panmetropolitang Pederasyon to act on such appeal within the prescribed period renders the decisions of said SK Panlalawigang Pederasyon or SK Panmetropolitang Pederasyon final and executory; and
- 3) The SKNEB, in the case of the SK Panlalawigang, SK Panlungsod (HUC/ICC) na Pederasyon or SK Panmetropolitang Pederasyon, whose decision shall likewise be final and executory.

Section 10. In the event that more than two (2) members of the SK or of the Pederasyon are the complainants, the complaint shall be filed, heard, investigated and decided by the next higher level of Pederasyon and in case of the Pambansang Pederasyon ng Sangguniang Kabataan, the Office of the Secretary of the DILG. The procedure of appeal shall also be in accordance with what is mentioned herein.

Section 11. (1) Resignation of SK Officials at all levels shall be deemed effective only upon acceptance by the following authorities:

- a. The DILG Secretary, in the case of the President of the Pambansang Pederasyon;
- b. The President of the Pambansang Pederasyon, in the case of the President of the SK Panmetropolitang Pederasyon, SK Panlalawigang Pederasyon or SK Panlungsod (HUC/ICC) na Pederasyon;
- c. The President of the Panmetropolitang Pederasyon in the case of the Presidents of the Federations of its component cities and municipalities;
- d. The President of the Panlalawigang Pederasyon, in the case of the Presidents of the Federations of its component cities and municipalities;
- e. The President of the Panlungsod na Pederasyon or SK Pambayang Pederasyon in the case of the SK Chairman of its component barangays;
- f. The SKNEB, in the case of other officers and members of the Pambansang Pederasyon;
- g. The Pederasyon itself, in the case of other officers and members of the lower Federations; and
- h. The SK of the Barangay concerned, in the case of SK Kagawads.

2) Copies of the resignation letters of all SK Officials, together with the action taken by the aforesaid authorities, shall be furnished to the Department of Interior and Local Government through its local office for their information;

3) The resignation shall be deemed accepted if not acted upon by the authority concerned within fifteen (15) working days from receipt hereof;

4) Irrevocable resignation by the Federation Presidents, SK Chairmen and SK Kagawads, whether oral or written, shall be deemed accepted upon presentation before an open meeting of the Pederasyon/SK concerned and duly entered in its records;

5) Resignations of Committee Chairmanship and Membership shall be deemed effective upon acceptance by the President/Chairman of the Pederasyon/Council concerned.

Section 12. Any leave of absence as an ex-officio member of the Sanggunian concerned for a period of more than one (1) month must be properly accompanied with a certification by the Pederasyon Secretary that the Pederasyon is properly notified of the same.

Section 13. A copy of the notice of leave of absence by an ex-officio member of the Sanggunian concerned shall be furnished to the next higher pederasyon through the latter's president.

Article XVI

SUCCESSION AND FILLING UP OF VACANCIES

Section 1. In case the President of the Pederasyon voluntarily resigns, dies, is permanently incapacitated, is removed from office, or has been absent without leave for more than three consecutive months, the Vice President shall automatically assume the office for the unexpired portion of the term, and shall discharge the powers and duties and enjoy the rights and privileges appurtenant to the office, Special election shall be held to elect the Vice President.

Section 2. In the case of vacancies of the positions of Secretary-General, Treasurer and Auditor in the Pambansang Pederasyon, their respective Deputies or Assistants shall automatically assume the position vacated. The position of Deputy or Assistant shall be appointed by the President subject to the concurrence of the National Executive Board. For the other levels of Pederasyon, vacancies will be filled up through a special election called upon for that purpose.

Section 3. In case the President of the Pederasyon is suspended as a result of an administrative case or has taken any form of authorized leave of absence either as a Pederasyon President or an ex-officio member of the Sangguniang Bayan/Sangguniang Panlungsod for more than one month, the Vice-President should automatically assume the office of the Federation president in an acting capacity until such time that the president reassumes his office, further, he shall discharge the powers and duties and enjoy the rights and privileges appurtenant to the office including representation in the local Sanggunian and the receipt of the corresponding monetary remuneration for the service rendered.

Section 4. (a) In case a Sangguniang Kabataan Chairperson refuses to assume office, fails to qualify, is convicted of a felony, voluntarily resigns, dies, is permanently incapacitated, is removed from office, or has been absent without leave for more than three (3) consecutive months as manifested in the records of the Sangguniang Barangay sessions or has been absent without valid reason for two (2) consecutive regular meetings of the Sangguniang Kabataan or for failure to call a regular meeting of the Sangguniang Kabataan and/or the Katipunan ng Kabataan, the Sangguniang Kabataan member who obtained the next higher number of votes in the election immediately preceding shall assume the office of the chairperson for the unexpired portion of the term, and shall discharge the powers and duties, and enjoy the rights and privileges appurtenant to the office. In case the said member refuses to assume the position or fails to qualify, the Sangguniang Kabataan member obtaining the next higher number of votes shall assume the position of the chairman for the unexpired portion of the term.

(b) Where two (2) or more Sangguniang Kabataan members obtained the same next highest number of votes, the other Sangguniang Kabataan members shall conduct an election to choose the successor to the chairman from among the said members who obtained the same next highest number of votes.

(c) In case of suspension of the Sangguniang Kabataan Chairman, the successor, as determined in subsections (a) and (b) of this Section shall assume the position during the period of such suspension.

(d) In case of vacancy in the positions of the Sangguniang Kabataan Kagawads, the Sangguniang Kabataan Chairperson shall submit, in consultation with the Katipunan ng mga Kabataan of the barangay concerned, with concurrence from the sangguniang kabataan, a list of at least three (3) nominees per vacancy to the President of the Panlungsod/Pambayang Pederasyon ng Sangguniang Kabataan as the case may be, within thirty (30) days from the existence of vacancy, and likewise, mandating the President of the Panlungsod/Pambayang Pederasyon ng mga Sangguniang Kabataan to act on the submitted list within ten (10) days from receipt hereof.

In the absence of a regular elected Chairperson and kagawads, the President of the Panlungsod/Pambayang Pederasyon ng mga Sangguniang Kabataan, as the case may be, should submit a list of at least three (3) nominees for every position in consultation with the Katipunan ng mga Kabataan of the barangay concerned, to the President of the Panlalawigang Pederasyon ng mga Sangguniang Kabataan, who should act on the list within ten (10) days from receipt hereof.

(e) The Sangguniang Kabataan Chairman who is elected as president of the pederasyon shall be automatically succeeded by the sangguniang kabataan member who obtained the next highest number of votes in the election immediately preceding and shall assume the office of the chairman for the unexpired portion of the term, and shall discharge the powers and duties, and enjoy the rights and privileges appurtenant to the office.

(f) The Federation President who is elected as President of a higher federation shall be succeeded by his vice-president in the lower federation and shall assume the office of the president for the unexpired portion of the term, and shall discharge the powers and duties, and enjoy the rights and privileges appurtenant to the office.

Article XVII

GENERAL PROVISIONS

Section 1. Katipunan ng Kabataan The Katipunan ng Kabataan shall be composed of all citizens of the Philippines actually residing in the barangay for at least six months who are fifteen (15) but not more than twenty one (21) years of age and who are duly registered in the list of Sangguniang Kabataan (SK) or in the official barangay list in the custody of the Barangay Secretary.

Section 2. Meeting of the Katipunan ng Kabataan. The Katipunan ng Kabataan shall meet at least once every three months, upon the call of the Chairman of the Sangguniang Kabataan, or upon the written petition of at least one-twentieth (1/20) of its members to decide on issues affecting the youth of the barangay.

Section 3. Quorum. The presence of 50% + 1 of duly registered members of good standing shall constitute the quorum for the Katipunan ng Kabataan at the barangay level.

Section 4. Sangguniang Kabataan Creation and Election.

1) There should be in every barangay a Sangguniang Kabataan to be composed of a Chairman, seven members, a Secretary and a Treasurer; and

- 2) A Sangguniang Kabataan officer who, during his term of office, shall have passed the age of 21 years old shall be allowed to serve the remaining portion of the term for which he was elected.

Section 5. Powers and Functions of the Sangguniang Kabataan. The SK should have the following powers and functions;

- 1) Promulgate resolutions necessary to carry out the objectives of the youth in the barangay, in accordance with the applicable provisions of the Local Government code of 1991, otherwise known as Republic Act 7160;
- 2) Initiate programs designed to enhance the social, political, economic, cultural, intellectual, moral, spiritual and physical development of the members;
- 3) Hold fund-raising activities, the proceeds of which shall be tax exempt and shall accrue to the general fund of Sangguniang Kabataan. Provided, however, that in the appropriation thereof, the special purpose for which such activity has been held shall be first satisfied;
- 4) Create such bodies or committees as it may deem necessary to effectively carry out its programs and activities;
- 5) Submit annual and end of term reports to the Sangguniang Barangay on their respective projects and activities for the survival and development of the youth in the barangay;
- 6) Consult and coordinate with all youth organizations in the barangay for policy formulation and program implementation;
- 7) Coordinate with the appropriate National Agency for the implementation of youth development projects and programs at the National level;
- 8) Exercise such other powers and perform such other duties and functions as the Sangguniang Barangay may determine or delegate; and
- 9) Exercise such other powers and perform such other functions as maybe prescribed by law or ordinance.

Section 6. Meetings of the Sangguniang Kabataan. The SK shall meet regularly, once a month on the date, time and place to be fixed by the said Sanggunian. Special meetings maybe called by the SK Chairman or any three (3) of the members by giving written notice to all members of the date, time, place, agenda of the meeting at least one (1) day in advance Notices of regular or special meetings shall be furnished the Punong Barangay and the Sangguniang Barangay for their information. A majority of the members of the Sangguniang Kabataan shall constitute a quorum.

Section 7. Privileges of the Sangguniang Kabataan Officer The SK Chairman shall have the same privileges enjoyed by the other Sangguniang Barangay Officers as stated in RA 7160, and subject to such requirements and limitations provided herein During their incumbency, SK Officers shall be exempt from payment of tuition and matriculations fees while enrolled in public tertiary schools, including state colleges and universities The National Government shall reimburse said college or university the amount of the tuition or matriculation fees. Provided, that to qualify for the privilege, the said Officers shall enroll in the state college or university within or nearest their area of jurisdiction.

Section 8. Powers and Duties of the Sangguniang Kabataan Chairman, Secretary and Treasurer

- 1) The Sangguniang Kabataan Chairman shall:
 - a) In addition to the duties which may be assigned to him by the Sangguniang Barangay upon assumption of office, he shall exercise the same powers, discharge the same duties and functions and enjoy the same privileges as the regular Sangguniang Barangay members, and shall be the Chairman of the Committee on Youth and Sports Development;
 - b) Serve as member of the Barangay Development Council (BDC);
 - c) Represent the Sangguniang Kabataan in the Pederasyon ng mga Sangguniang Kabataan;
 - d) Implement policies, programs and projects within his jurisdiction in coordination with the Sangguniang Barangay;
 - e) Exercise general supervision over the affairs and activities of the Sangguniang Kabataan and the official conduct of its members and the Sangguniang Kabataan Officers within his jurisdiction;
 - f) Appoint with the concurrence of the Sangguniang Kabataan from among the members of the Sangguniang Kabataan, the Secretary and the Treasurer, and such other Officers as may be deemed necessary; and
 - g) Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.
- 2) The Sangguniang Kabataan Secretary shall:
 - a) Keep all records of the Katipunan ng mga Kabataan and Sangguniang Kabataan;
 - b) Prepare and keep the minutes of all meetings of the Katipunan ng mga Kabataan and the Sangguniang Kabataan;
 - c) Prepare all forms necessary for the conduct of resignation, elections, initiatives, referenda, plebiscites, in coordination with the Barangay Secretary and the COMELEC; and
 - d) Perform such other duties and discharge such other functions as the Sangguniang Kabataan Chairman may prescribe or direct.
- 3) The Sangguniang Kabataan Treasurer shall:
 - a) Take custody of all Sangguniang Kabataan property and funds not otherwise deposited with the City/Municipal Treasurer;
 - b) Collect and receive contributions, moneys, materials and all other resources intended for the Sangguniang Kabataan and the Katipunan ng mga Kabataan;
 - c) Disburse funds in accordance with the approved budget of the Sangguniang Kabataan;
 - d) Certify the availability of fund whenever necessary;
 - e) Submit to the Sangguniang Kabataan and to the Sangguniang Barangay certified and detailed statements of actual income and expenditures at the end of every month; and
 - f) Perform such other duties and functions as the Sangguniang Kabataan Chairman may direct.

The provisions stated below govern the representation of SK Officers in the Local Government Units and other Special Bodies.

Section 9. The Sangguniang Kabataan Chairman who is elected as Pederasyon President during his tenure of office and upon certification as such by the COMELEC shall serve as ex-officio member of the Sangguniang Bayan or the Sangguniang Panlungsod or Sangguniang Panlalawigan, as the case may be without need of further appointment.

Section 10. The Vice-President of the Pederasyon who's President has been elected as President of a higher Pederasyon shall serve as ex-officio member of the Sangguniang concerned without need of appointment.

Section 11. The Pederasyon President or Vice-President, as the case may be shall be the Chairman of the Committee on Youth and Sports Development of the Sanggunian concerned.

Section 12. The Presidents of the Pederasyon ng mga Sangguniang Kabataan shall also serve as members of the Local School Boards of the Province, City or Municipality as the case may be.

Article XVIII

SK TASK FORCES

Section 1. There shall be in every barangay the following Task Forces to be organized as follows:

- 1) *Green Brigade* – This shall be headed by the First SK Kagawad and shall have a membership of ten percent (10%) of the KK Members;

- 2) *Livelihood and Entrepreneurship Task Force* – This shall be headed by the Second SK Kagawad and shall have a membership of ten percent (10%) of the KK Members;
- 3) *Disaster Coordination and Health Task Force* – This shall be headed by the Third SK Kagawad and shall have a membership of twenty percent (20%) of the KK Members;
- 4) *Education Services, Morel Recovery Activities and Anti-Drug Abuse Campaign* – This shall be headed by the Fourth SK Kagawad and shall have a membership of twenty percent (20%) of the KK Members;
- 5) *Sports Program and Community Immersion Activities Task Force* – This shall be headed by the Fifth SK Kagawad and shall have membership of twenty percent (20%) of the KK Members;
- 6) *Infrastructure Task Force* – This shall be headed by the Sixth SK Kagawad and shall have a membership of ten percent (10%) of the KK Members; and
- 7) *Legislative Works Task Force* – This shall be headed by the Seventh Kagawad, and shall have a membership of ten percent (10%) of the KK Members.

Article XIX

AMENDMENTS, REVISIONS, AND RATIFICATION

Section 1. Any amendment to, or revision of, this Constitution and By-Laws may be proposed by:

1. The SK National Executive Board, upon a majority vote of all its members; or
2. A Constitutional Convention composed of all its representatives from all levels of the Katipunan ng mga Kabataan whose membership shall be determined by the SK National Executive Board immediately after the promulgation of this Constitution and By-Laws.

Section 2. Amendments may likewise be directly proposed by the SK or KK members through initiative upon a petition of at least five (5%) percent of the total number of the registered SK Officers or KK Members throughout the country.

The SK National Executive Board shall provide for the implementation of this provision.

Section 3. Amendments to, or revision of, this Constitution and By-Laws shall be adopted by:

1. A majority vote of all the members of the SK National Federation at a regular or special meeting called for the purpose. The call for such meetings shall among others, specify provisions to be amended;
2. A majority vote of all the members of the SK National Federation through a referendum; or
3. A majority vote of all the members of the SK National Federation through a plebiscite.

Section 4. Amendments to, or revisions of, this Constitution and By-Laws adopted by the SK National Executive Board shall be ratified by a majority vote of all the members of the SK Pambansang Pederasyon in a meeting called for the purpose, there being a quorum.

Article XX

TRANSITORY PROVISIONS

Section 1. All incumbent officers of the SK at all levels shall continue to hold office until removed, recalled, or until such time that the newly elected officers shall have qualified and assumed office in accordance with this Constitution and By-laws.

Section 2. There shall be an interim SK Local Executive Committee at all levels to exist immediately upon the promulgation of this Constitution and By-laws which shall be composed of all elected officers of the Pederasyon at all levels with the same powers and functions as the regular SK Local Executive Committee.

Section 3. The SKNEB shall promulgate the implementing guidelines supplemental to the existing provisions of this Constitution and By-laws.

Article XXI

REPEALING CLAUSE

Section 1. All other local ordinances, rules, regulations, issuances or parts thereof inconsistent with this Constitution and By-laws are hereby repealed or modified accordingly

Article XXII

SEPARABILITY CLAUSE

Section 1. If, for any reason, any section or provision of this Constitution and By- laws is declared null and void by any competent authority, no other section, provision or part thereof shall be affected and the same shall remain in full and effect.

Article XXIII

EFFECTIVITY

Section 1. This Amended Constitution and By-Laws, embodying all the revisions, shall take effect two (2) months after the ratification by the majority of all the members of the Pambansang Pederasyon through a plebiscite to be called on March 16, 2001.