



Republic of the Philippines  
Province of Cebu  
Municipality of Cordova

CORDOVA PUBLIC COLLEGE  
Gabi, Cordova Cebu

**PEER FACILITATORS CIRCLE  
(CPC Buddies)**

**I. COMPOSITION**

Officers:

*President:* Jherald Genilsa

*Vice President:* Claire Abria

*Secretary:* John Alvin Sumalinog

*Treasurer:* Johanna Fe L. Tampus

*Auditor:* Nina Ricci T. Padilla

*Internal PIOs:* John Lee Quiñones

Meca Ella Artigas

*External PIOs:* John Mark Inoc

Josh Garnet Martinez

**II. LOGO**



This logo represents the Peer Facilitators Circle as a supportive community grounded in the principle of **“guiding each other, growing together.”** The circle symbolizes unity and shared responsibility, while the group of individuals reflects collaboration and peer support. The open book and growing plant signify continuous learning, personal development, and the nurturing of each member’s potential. The hands beneath emphasize care, protection, and empowerment—highlighting the organization’s mission to equip youth with the skills, awareness, and resilience needed to safeguard themselves and uplift others in the face of risks, harm, and exploitation.

### **III. SUSTAINABLE DEVELOPMENT GOALS ACHIEVED**

- SDG 3: Good Health and Well-being
- SDG 4: Quality Education
- SDG 5: Gender Equality
- SDG 16: Peace, Justice, and Strong Institutions

### **IV. BACKGROUND, GOALS and OBJECTIVES, STRUCTURE and PROTOCOLS**

#### **Introduction and Background**

The CPC Peer Facilitators Circle (PFC), also known as CPC Buddies, is an inclusive, student development-oriented organization under the umbrella of the Guidance and Counseling Services Office. It aims to capacitate young people with the necessary life skills, values, and attitudes to become effective peer facilitators.

#### **Goals and Objectives**

The CPC-PFC aims to develop the abilities and potentials of its members, enhance communication, facilitation, and leadership skills, and help members adopt self-protective mechanisms and behaviors. It also seeks to empower young people to care for and protect themselves, while enabling them to empower other youth in caring and protecting themselves from risks, threats, and different forms of abuse, violence, and exploitation.

#### **Membership Stages and Requirements**

##### **Stage 1 – Buddy (Entry Level)**

- Attend and actively participate in the 1st and 2nd Kumustahan sessions with co-Buddies and PF leaders.
- Render a minimum of 2 hours per week in the office or designated activity area.
- Sign the official Agreement of Participation at the start of the program.
- Sign up for at least one committee to begin learning tasks and responsibilities.
- Observe punctuality, proper decorum, and confidentiality at all times.

### **Stage 2 – Junior Peer Facilitator (Development Level)**

- Actively engage in at least two (2) PFC activities – 1 Minor and 1 Major (e.g., mental health awareness events, intramurals, outreach, or other school-approved activities).
- Take part in at least one (1) major school or out-of-school activity as support staff.
- Identify and work with a Senior PF mentor for guidance and evaluation.
- Collect, compile, and submit results of all Guidance Evaluation Forms or assigned reports.
- Demonstrate initiative, teamwork, and adherence to PF values.

### **Stage 3 – Senior Peer Facilitator (Leadership Level)**

- Conduct or lead at least one (1) training session approved by the Guidance Office.
- Train and supervise at least one Buddy and one aspiring Junior PF; submit a list of Buddies/JR PF personally guided or mentored.
- Serve as a Team Leader in a committee, planning, assigning tasks, and evaluating outcomes.
- Organize and take full responsibility (as Facilitator of the day) for one (1) major activity for the entire day.
- Complete all reports and performance evaluations required by the Guidance Office.

### **Certification**

Certificates are granted upon college graduation to those who have fully complied with all the requirements up to Stage 3 (SENIOR PF) and must have officially completed their responsibilities before the end of the school year.

### **Programs and Activities**

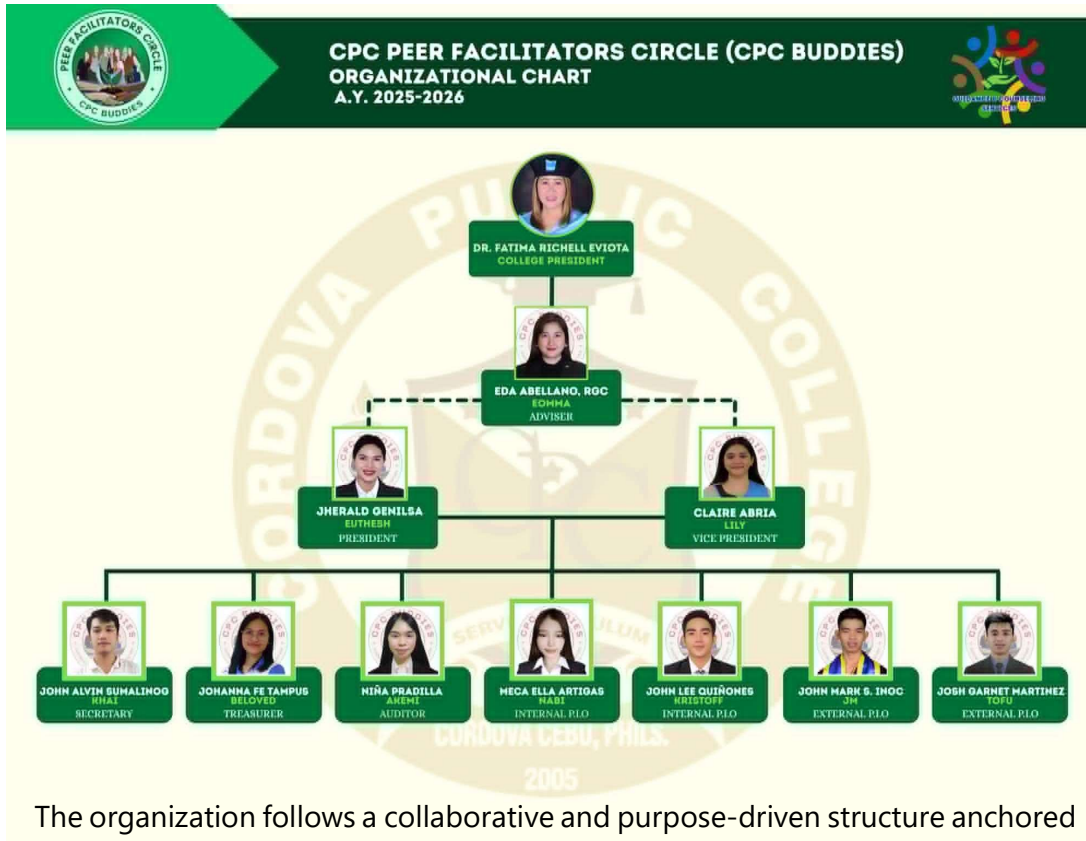
- Mental Health Advocacy
- Suicide Prevention Campaign
- Community Involvement
- Support in Guidance Services (Entrance Exam, Enrollment, Testing, Individual Inventory, Office Housekeeping)
- Organizing, conducting, and facilitating seminars, forums, and group guidance sessions
- Planning and preparing activities for Suicide Prevention Month (September) and Mental Health Awareness Month (October)
- Peer Support Groups
- Involvement in community outreach and eco-conscious efforts

### **Organizational Protocols**

1. Confidentiality – "What you see, what you hear, stays within the PF Family."
2. Respect – YES to Zingers but NO to Bullying, Bashing, and Hate. (Zingers are striking or amusing remarks; Bashing is severe criticism; Bullying is intimidation or harm.)
3. Logging – PFs must log in and out of the Guidance Office for monitoring and tracking of individual PF performance.
4. Borrowing – Guidance materials, equipment, and books must be recorded in the Guidance Office Borrowers Logbook.

## V. ARCHIVES

The Peer Facilitators Circle ORGANIZATIONAL STRUCTURE.



The organization follows a collaborative and purpose-driven structure anchored in **guiding each other, growing together**. The College President and Organization Adviser provide overall direction and ensure alignment with institutional goals. The Organization President leads initiatives and decision-making, supported by the Vice President in coordinating programs and member engagement. The Secretary manages documentation and communication, while the Treasurer and Auditor ensure transparent and accountable use of resources. The Internal Public Information Officers focus on strengthening communication, participation, and peer support within the group, while the External Public Information Officers extend advocacy, awareness, and outreach to the wider community. Together, this structure fosters leadership, teamwork, and shared responsibility in empowering members and promoting youth protection and development.

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