



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

IMPLEMENTING RULES AND REGULATIONS OF MEDIA AND COMMUNICATIONS



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REVISION HISTORY:

Ver. #	Date	Prepared/Updated By	Approved By	Noted By	Batch
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REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

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REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

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TABLE OF CONTENTS

BACKGROUND	5
OBJECTIVES.....	5
COMMUNICATION BETWEEN THE REGIONAL EXECUTIVE OFFICERS AND LOCAL CHAPTER OFFICERS	5
COMMUNICATION BETWEEN LOCAL CHAPTER OFFICERS AND LOCAL CHAPTER MEMBERS.....	12
MANDATORY SHARING OF PUBLICATION MATERIALS AND ANNOUNCEMENTS OF EVENTS, ACTIVITIES AND IMPORTANT MATTERS OF THE REGIONAL COUNCIL	14
PREPARATION AND EXHIBITION OF PUBLICATION MATERIALS	15
VISUAL IDENTITY THROUGH OFFICIAL PAPERS	15
BATCH NAME AND BATCH LOGO	15
LETTERHEAD	15
CERTIFICATES	16
OFFICIAL PUBLICATION (N3XUS)	16
VISUAL IDENTITY THROUGH VIRTUAL MEDIA	17
ANNOUNCEMENTS/ADVERTISEMENTS VIA POSTERS AND INFOGRAPHICS	17
OFFICIAL PODCAST (UNMUTED)	17
AUDIO VISUAL PRESENTATIONS (AVPS)	18
SOUVENIR AND MERCHANDISE ITEMS	19
ENFORCEMENT OF THE IMPLEMENTING RULES AND REGULATIONS	19
AMENDMENTS OR REVISIONS.....	19
SEPARABILITY CLAUSE	20
REPEALING CLAUSE.....	20
EFFECTIVITY	20



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

BACKGROUND

Communication is essential in building relationships between Regional Executive Officers and its members both on a professional and personal aspect. It is the primary means of exchanging information through different media and this allows the members to gain the information needed to run a smooth organizational operation, thus, building rapport to promote camaraderie among the members.

OBJECTIVES

1. To promote the activities of the organization by providing consistent, timely, and relevant information to all NFJPIA-R3 members, alumni, sponsors, and other stakeholders through the use of proper media.
2. To allow every member to share their interest in a particular topic and express their opinion on different matters concerning the organization.
3. To distribute to all Local Chapters all the documents from the organization such as the NFJPIA-R3 Constitution and By-Laws, Board Resolutions, Implementing Rules and Regulations, E-Newsletters, Waivers, and other communication letters.
4. To distribute to stakeholders, other than the Local Chapters, all necessary documents and other communication letters from the organization.
5. To obtain feedback from the members on the activities conducted by the Regional Council to assess its turnout and to facilitate a room for suggestions and recommendations.
6. To convey through visuals the distinctive character of the organization and its activities to all members, alumni, sponsors, and other concerned persons in the region.
7. To reinforce group identity and loyalty through visuals as a symbol for association and developing a feeling of camaraderie and team spirit.
8. To build harmonious and tied relationships among NFJPIA-R3 members by maintaining an open communication through any media accessible.

COMMUNICATION BETWEEN THE REGIONAL EXECUTIVE OFFICERS AND LOCAL CHAPTER OFFICERS

The following are the forms of communication that shall be used by the Council and the general guidelines that must be followed at all times:

1. Mobile Phone (Call and Text Brigade)
 - All Council's activities, undertakings, and other activities which are deemed relevant to the Council's operations shall be communicated foremost through text messaging and/or phone calls to the Local Chapter Presidents and Local Vice Presidents for Communications by the Regional Vice President for Communications, subject to modifications and approval by the Regional Council President. It is the duty of the Local Chapter President to relay the information needed to the Local Chapter officers and members.
 - All Local Chapter Officers must provide their mobile phone number to the Regional Vice President for Communications once the federation year starts. The



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

numbers would also be used for emergency purposes (e.g., if the Local Chapter President became out of reach and/or changed their mobile number).

- The Local Chapter President or any authorized contact of the Local Chapter is required to notify the Regional Vice President for Communications once they already received the information.
- The Local Chapter Presidents shall inform the Regional Vice President for Communications of any change of mobile phone number for not more than two (2) days after such change. Otherwise, it shall be assumed that the mobile phone number previously provided is still in active use.
- Outgoing promotional text messages from the Regional Vice President for Communications shall be tracked using the format "SXEURANOIS Update No." before the body of the message. For specific event announcements, the format "[Event] Posting No." shall be used.

Example: SXEURANOIS Update No. 1
 REBM Posting No. 2.

Note: This Call and Text Brigade is optional.

2. G-Mail Group

- The only official Google Mail (G-Mail) group maintained by the Council shall be named NFJPIA-R3 with the official logo as its primary photo.
- The Regional Executive Officers, Regional Chief Associates, Local Chapters, and Local Chapter Officers shall maintain a G-Mail account for the Federation Year 2024 – 2025 with the following format of the user account:

For Regional Executive Officers and Regional Chief Associates:
r3<position>.nfjpia2425@gmail.com

Example: Regional Vice President for Communications
 r3rvpcommunications.nfjpia2425@gmail.com

For Local Chapters:
r3<localchapter>.nfjpia2425@gmail.com

Example: La Verdad Christian College
 r3lvcc.nfjpia2425@gmail.com

For Local Chapter Officers:
<localchapter><positioncode>.nfjpia2425@gmail.com

Example: La Verdad Christian College
 lvccvpcommunications.nfjpia2425@gmail.com



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

- The Regional Vice President for Communications should always be copied when Local Chapters send documents through e-mail to the Regional Secretary General.
 - Use of a personal e-mail account as a means of receiving and sending files is highly discouraged by the Council. Only the official e-mail accounts of the Regional Executive Officers, Regional Chief Associates, and Local Chapters shall form part of the NFJPIA-R3 G-Mail group.
 - Administrators of the Local Chapter's e-mail accounts shall be the President and/or any appointed officer/s in case the latter cannot be able to go online.
 - In posting messages in the G-Mail Group, it is encouraged to put an "ATTENTION: [Officer Position]" line at the beginning of the e-mail. This is to emphasize the intended recipient of the e-mail. In case of uncertainty as to whom to inquire about a certain matter, it is encouraged to put "Regional Executive Officers" in the blank. All officers are most willing to respond.
 - Any Regional Executive Officer who intends to send an e-mail to anyone in the G-Mail group shall put "E-mailing: [Subject]" in the subject line. This is to easily identify the purpose for which the e-mail is intended.
 - When uploading files in the G-Mail Group, it is highly recommended that relevant files are placed in one folder only, per event, in order to keep the files section organized.
 - All communication letters and IRRs, application forms, or any other documents will be sent in MS Word, MS Excel, and/or PDF Format.
 - The Council discourages e-mail administrators from sending matters irrelevant to the organization in the G-Mail Group.
3. NFJPIA-R3 Official Social Media Accounts
- The only official social media accounts maintained by the Council shall be named NFJPIA Region 3 with the region's official batch logo (SXEURANOIS logo) as its primary photo.
 - The main administrators of the page shall be the Regional Council President, Regional Vice President for Communications, Regional Vice President for Graphics and Publications, and Regional Chief Associate for Broadcasting. In case of emergencies, such as correcting the caption of photos posted or when the main administrators are out of reach, the rest of the Regional Executive Officers may access the page and make the appropriate updates.
 - All Local Chapters are required to make their respective Facebook page, with their logo as the profile picture. Each member of the Local Chapter is highly encouraged to like the official page of the Local Chapter, as well as subscribe to the official social media accounts of the Regional Council.
 - All members are highly encouraged to visit the Council's social media accounts regularly so as to be updated about the events of the organization.
 - All Council's activities, which have undergone several reviews and approval, shall be posted by the Regional Vice President for Communications on the corresponding social media account(s).
 - Pictures of all recently concluded activities of the Council shall be posted by the Regional Vice President for Graphics and Publications on the corresponding



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

social media account(s). Pictures are allowed to be posted on the official social media accounts provided that they are related to the Council's activities.

- Posting of promotion materials, souvenir items, merchandise items, audio-visual presentations (AVPs), news about current national issues, motivational quotes, online memes, and advertising of the Council's sponsors shall be allowed.
- Use of commentary deemed to be defamatory, obscene, proprietary, or libelous is strictly prohibited. Exercise caution with regards to exaggeration, colorful language, guesswork, obscenity, copyrighted materials, legal conclusions, and derogatory remarks or characterizations.
- Persons who are not related to the organization shall not be allowed to post comments, complaints, and pictures on the Facebook page.
- For questions regarding sensitive issues or complaints regarding the Council's activities, the members are encouraged to relay these complaints through direct messaging to Regional Vice President for Communications so as to prevent wrong impressions and conclusions regarding the issues.
- Regional Officers and Regional Chief Associates' profiles shall be available on the official page for reference.
- Local Chapters are highly encouraged to submit promotional materials (e.g., posters, AVPs) to the Regional Vice President for Graphics and Publications so that the Regional Council could also post the events, programs, or greetings of the Local Chapters to the Official NFJPIA-R3 Social Media Accounts.

4. NFJPIA-R3 Messenger Group Chats

- Private Messenger group chats with the following names and members.
 - NFJPIA - Region 3 Regional Executive Board Citadel '24-'25
 - Members: Regional Executive Officers, Regional Chief Associate, and Local Chapter Presidents.
 - This group shall be the domicile of all online board meetings.
 - NFJPIA - Region 3 Academic Astrals '24-'25
 - Members: Regional and Local Chapters' Academic Committees
 - This group shall be the discussion site of all academic concerns or any activity related to the department within the regional and Local Chapter scene.
 - NFJPIA - Region 3 Non-Academic Savants '24-'25
 - Members: Regional and Local Chapters' Non-Academic Committees
 - This group shall be the discussion site of all non-academic concerns or any activity related to the department within the regional and Local Chapter scene.
 - NFJPIA - Region 3 Finance Fiduciaries '24-'25
 - Members: Regional and Local Chapters' Finance Committees
 - This group shall be the discussion site of all finance concerns or any activity related to the department within the regional and Local Chapter



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

scene.

- NFJPIA - Region 3 Sponsorship and Logistics Luminaries '24-'25
 - Members: Regional and Local Chapters' Sponsorship and Logistics Committees
 - This group shall be the discussion site for all sponsorship and logistic concerns or any activity related to the department within the regional and Local Chapter scene.
- NFJPIA - Region 3 Membership Mystics '24-'25
 - Members: Regional and Local Chapters' Membership Committees.
 - This group shall be the discussion site of all membership concerns or any activity related to the department within the regional and Local Chapter scene.
- NFJPIA - Region 3 Communications Conduits '24-'25
 - Members: Regional and Local Chapters' Communication Committees.
 - This group shall be the discussion site of all concerns or any activity related to the department within the regional and Local Chapter scene.
- NFJPIA - Region 3 Graphics and Publication Phantoms '24-'25
 - Members: Regional and Local Chapters' Graphics and Publications Committees.
 - This group shall be the discussion site of all graphics and publication concerns or any related matter to the department within the regional and Local Chapter scene.
- NFJPIA - Region 3 Audit Arcanes'24-'25
 - Members: Regional and Local Chapters Audit Committees
 - This group shall be the discussion site of all audit concerns or any activity related to the department within the regional and Local Chapter scene.
- NFJPIA - Region 3 Secretariat Sages '24-'25
 - Members: Regional and Local Chapters' Secretariat Committees.
 - This group shall be the discussion site of all secretariat concerns or any related matter to the department within the regional and Local Chapter scene.
- The only authorized administrators of the groups shall be the Regional Council Adviser (exclusively intended for the Regional Executive Board), Regional Council President, Regional Vice President for Communications, and Regional Vice President for Membership with the inclusion of the Regional Vice Presidents for each department to their respective Department Group Chat.
- Discussions can be made on the aforementioned groups provided no one should



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

post negative statements or questions.

- Surveys/online polls shall be allowed to be made to decide on certain matters, activities, or meetings.

5. NFJPIA-R3 E-Newsletter

- NFJPIA-R3 Newsletter shall be known as, "*N3XUS, the official e-newsletter of NFJPIA Region 3 Council.*"
- The N3XUS internal editorial board shall consist of any qualified R3JPIAn to be determined by a screening process. They shall be headed by the Regional Vice President for Communications.
- The Regional Vice President for Communications shall have an external editorial board with the help of the Regional Council President, Regional Secretary General, and Local Chapter President or Vice President for Communications to be able to cater news and updates directly from the members.
- The Regional Council President shall act as an associate consultant to the board while the Regional Council Adviser shall act as the chief consultant and moderator.
- N3XUS shall have the following sections at the minimum:
 - a) News
 - b) Features
 - c) Opinion/Editorial Columns
 - d) Literary
 - e) Entertainment
 - f) Advertisement
- The Regional Vice President for Communications must hold general meetings for task delegations which will be conducted twice, one (1) month before the Regional Mid-Year Convention and one (1) month before the Annual Regional Convention.
- N3XUS shall cover quarterly starting November 2024; thus, the Regional Council shall release an issue within the relevant period.
- N3XUS shall be released either in a printed material or in a PDF document and must be sent to all Local Chapters, Sponsors, and Alumni.

6. NFJPIA-R3 Podcast

- NFJPIA-R3 Podcast shall be known as "Unmuted".
- Unmuted is an internet radio show. Its media team shall consist of Regional Vice President for Communications, Regional Vice President for Graphics and Publications, Regional Chief Associate for Public Relations, and Regional Chief Associate for Media Advertising.
- The Regional Council President shall act as an associate consultant to the board while the Regional Council Adviser shall act as the chief consultant and moderator.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

- Unmuted shall have the following segments at a minimum:
 - a) News
 - b) Games
 - c) Interviews
 - d) Interactive Story-Telling
 - e) Announcements
 - f) Advertisements
 - g) Music Breaks
 - A new episode must be released beginning October until June of the federation year with no date if it falls within the time allotted. Each episode must not exceed 20 minutes.
 - The main platform to be utilized for the podcast is Spotify. Meanwhile, podcast bites (with a duration of 2 minutes at most) shall be released via Facebook and Instagram Reels.
 - A link to each episode must be released on the official social media page/accounts of the NFJPIA-R3 and must be sent via email to all Local Chapters, Sponsors, and Alumni.
 - The Regional Vice President for Communications may mandate the Local Chapters to submit narratives of the episodes to ensure active participation as audiences.
7. NFJPIA-R3 News Program
- CReSCENDO CHRONICLES is the official news broadcast of NFJPIA Region 3, dedicated to keeping our community informed and engaged. The media team will consist of the Regional Vice President for Communications, Regional Vice President for Graphics and Publications, Regional Chief Associates for Public Relations, Media Advertising, Creative Production, Broadcasting, Digital Marketing, and Multimedia Documentation. The Regional Council President will serve as an associate consultant, while the Regional Council Adviser will act as the chief consultant and moderator.
 - Segments:
 - a. Current Events Report
 - b. Featured JPIA Spotlight (highlighting schools or students)
 - c. Upcoming Events and Sponsor Commercials
 - d. Membership Update (number of members)
 - e. Other Relevant News
 - Each broadcast will be approximately 10 minutes long, with episodes airing from October to August of the federation year, without specific dates.
 - CReSCENDO CHRONICLES will be posted on the official social media accounts of NFJPIA-R3, encouraging all R3Jpians to share and watch the broadcast. The Regional Vice President for Communications may also request Local Chapters to contribute stories or updates to ensure comprehensive coverage and active participation.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

COMMUNICATION BETWEEN LOCAL CHAPTER OFFICERS AND LOCAL CHAPTER MEMBERS

The Local Chapters are highly encouraged to consider the following promotional schemes to improve the effectiveness of information dissemination from the National Federation and Regional Council to the members of the Local Chapters.

1. Mobile Phone (Call and Text Brigade)

- The Local Chapter President is primarily responsible for disseminating the information coming from the Regional Vice President for Communications to the members.
- The Local Chapter may delegate the information dissemination to other Local Chapter officers (e.g., VP Communications) to facilitate efficient communication.
- All Local Chapters are highly encouraged to develop a structured mechanism to ensure that all important messages are accurately, completely, and timely communicated to the members.
- Local Chapters are highly encouraged to adopt a "Tree-based Information Dissemination" mechanism wherein information coming from the Regional Vice President for Communications shall be communicated to each member of the Local Chapter. Please see the sample communication flow below:
 - The Regional Vice President for Communications shall send a promotional text message to the Local Chapter President.
 - The Local Chapter President shall forward the promotional text message to the Vice President for Communications or their equivalent.
 - The Vice President for Communications shall forward the promotional text message to Year Level Representatives or their equivalent.
 - The Year Level Representatives shall forward the promotional text message to Class Presidents.
 - The Class Presidents shall forward the promotional text message to the whole class.
- The sample tree-communication mentioned above is just an example and could be modified by the Local Chapter officers as needed to fit the needs of the members.
- For very important and urgent matters, the Local Chapter officers are highly encouraged to call the Class Presidents to allow a faster and clearer exchange of information.

2. Social Media Pages and Facebook Group

- All Local Chapters are required to create their Official Page on Facebook, Instagram, and Twitter so that the information posted in the NFJPIA Region 3 social media pages may easily be shared to the Local Chapter's social media pages. In



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

addition, the Local Chapter may opt to create one (1) Facebook Group for the Local Chapter members. Then, the Local Chapter Vice President for Communications or its equivalent shall share the information obtained from the National Federation and NFJPIA-R3 to the social media page and Facebook Group to increase the probability that the information reaches the members.

- The information shared by the Local Chapter Vice President for Communications or their equivalent on the Facebook Group shall be shared by each class mayor or representative to their respective class messenger group chats. This shall be monitored by the Local Chapter Vice President for Communications or their equivalent.
- The Local Chapter Vice President for Communications or their equivalent shall monitor and ensure that the information coming from the Regional Council is accurately, completely, and promptly communicated to the members.
- Local Chapters may also consider promoting the organization's activities through the Facebook Groups or pages of the school, student council, and other groups or pages wherein a lot of JPIAns are members thereof.

3. Virtual Zoomustahan

- Regular virtual zoom meeting (e.g., monthly, quarterly, etc.) is highly encouraged to be done by the Local Chapter officers to personally promote the events of the members of the organization. Through this, the Local Chapter officers could have a direct contact with its member, and this could allow open communication within the organization.
- This event could also serve as their local chapter bonding to get in touch with and to easily get to know their members.
- The Local Chapters could prepare a short program to lighten up the mood and creatively promote events and could use visual aids or presentations to increase the effectiveness of the promotions.
- If allowed by school policy, presentations and announcements could also be sent in the group chats of each class to increase the visibility of the organization to its members.
- The Local Chapter can also invite guests from the Regional Council Officers or anyone from the Regional Executive Board (e.g., Regional Council President, Regional Vice President for Membership, etc.).

4. Local Chapter Activities

- During Local Chapter events, the Local Chapter officers are highly encouraged to allot a segment for promotions of the events of the National Federation and Regional Council. The Local Chapter could play the audio-visual presentations (AVPs), flash the posters, and promote the events through gimmicks.
- The Local Chapters are also highly encouraged to always promote the Facebook page of the National Federation and NFJPIA-R3 to allow the members to be updated and informed on the activities of the organization.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

- The Local Chapters are highly encouraged to invite the Regional Executive Officers to attend the Local Chapter events to allow interaction between NFJPIA-R3 and the members of the Local Chapter. In addition, these events are also good opportunities for NFJPIA-R3 to promote the programs and projects of the Council for the members.

5. Newsletters/E-news Letters

- Local Chapters are highly encouraged to have their own newsletter or e-newsletters that could be released periodically (e.g., monthly, quarterly, or annually).
- Newsletters could be hard copy or soft copy (e-newsletter). Soft copy newsletters could be released through the Facebook group or page of the Local Chapter.
- Newsletter could contain the documentation of past events and promotions of future events and could include other sections that might stir the interest of the members.

6. Others

- To increase the participation rate of the members, the Local Chapter officers could also consider asking for support from school administrators, JPIA advisers/moderators, and professors to promote the events of the organization. Their influence could significantly encourage the participation of the students.
- Local Chapter officers could also request for incentives from the professors to be given to students who shall participate in the events of the organization.
- Local Chapters could also consider having a courtesy visit to the College Dean and Department/Program Chair to present the General Plan of Action of the organization including the events of the National Federation and NFJPIA-R3. This could help the Local Chapter to gain support from the school administration.
- If the Local Chapter made an achievement (e.g., won a competition), consider having a courtesy visit to the College Dean and Department/Program Chair to present the awards and recognitions achieved by the organization and its members. This could enhance the image of the organization, thus, could increase the support from the school administration.

MANDATORY SHARING OF PUBLICATION MATERIALS AND ANNOUNCEMENTS OF EVENTS, ACTIVITIES AND IMPORTANT MATTERS OF THE REGIONAL COUNCIL

NFJPIA-R3 acknowledges the power of using the Local Chapters' Official Facebook Pages as an effective platform to reach our members faster and in a broader range when disseminating information from the Regional Council. In line with this, sharing the main posters through the Facebook page of each local chapter is strictly mandatory. The sharing of the Council's publication materials and announcements by the Local Chapters will be closely monitored by the Regional Vice President for Communications.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

PREPARATION AND EXHIBITION OF PUBLICATION MATERIALS

The visual identity representing the NFJPIA-R3 and its member Local Chapters translates to several means on how to effectively communicate and promote the distinctive character of the organization and its activities. These include basic stationeries, envelopes, promotional materials such as brochures, flyers, advertisements, posters, newsletters, disclosures, forms, in-house printed stationery such as vouchers and bills, contracts, exhibitions, and all promotional material in the visual media.

VISUAL IDENTITY THROUGH OFFICIAL PAPERS

It is crucial that the NFJPIA-R3 Council's logo appears correctly and consistently in every communication. Thus, aside from the consistent use of this logo, several guidelines shall be followed in order to facilitate the proper preparation and timely exhibition of informative materials emanating from the NFJPIA-R3 Council.

BATCH NAME AND BATCH LOGO

1. The batch name could be a word or amalgamation of words from any language or dialect. The name shall represent the vision and core values of the Council in a particular federation year.
2. Words and/or symbols may be used to represent the vision and core values of the Council in a particular fed year.

Example:

NFJPIA – Region 3 Federation Year 2024-2025 batch name is "SXEURANOIS".

3. The batch logo must exhibit the founding year and/or years of existence, the chosen name, the color(s), and the core values approved by the Regional Executive Officers.
4. The batch logo should, at all times, be accompanied by the NFJPIA-R3 logo in order to perceive the region which it signifies and to properly distinguish a different batch for every federation year.
5. The use of the logo must be consistent and undistorted for all applications so as to have it uniformly used and to ensure that the members experience the logo in the same manner across all media.
6. Similar to NFJPIA-R3, all Local Chapters are required to create a batch name and batch logo.

LETTERHEAD

1. Letterheads must be prepared before any manuscript from the incoming executive board is to be disposed of.
2. As a minimum, it must contain the following particulars:



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

Illuminating the 41st golden thread of mystical discovery towards the fourth realm: Enlightening the path to a lasting legacy of triumph and smiles that fosters a vibrant community built on excellence, competence, and inclusivity, where every contribution is celebrated in weaving the future of shared smiles and mutual empowerment.

- a. National Federation of Junior Philippine Institute of Accountants and/or NFJPIA's Logo
 - b. Region-R3 Council and/or Region III Logo
 - c. Batch Logo
 - d. Federation year
 - e. Founding year and/or years of existence
 - f. Theme statement
3. Members of the Regional Executive Officers and the Regional Council Adviser's names must appear as part of the format to be used in any letter or circulars.
 4. Letterheads must be simple so as to create an impression, but enough not to exaggerate the material.
 5. Similar to NFJPIA-R3, all Local Chapters are required to create a letterhead.

CERTIFICATES

1. Certificates should be given for every activity conducted by the organization, especially those participated by the Local Chapter.
2. As a minimum, it must contain the following particulars:
 - a. National Federation of Junior Philippine Institute of Accountants and/or NFJPIA's Logo
 - b. Region-R3 Council and/or Region III's Logo
 - c. Batch Logo
 - d. Federation year
 - e. Founding year and/or years of existence
 - f. Theme statement
 - g. Type of certificate to be given
 - h. Activity conducted
 - i. Place and date of the activity
 - j. Date the certificate is to be given
 - k. Official signatories
3. Appearance of sponsor's logo as part of the said undertaking shall be allowed.
4. Preparation and details of the certificates must be communicated to the Regional Vice President for Graphics and Publications for a reasonable time before its official use.
5. All Local Chapters are required to release certificates to the participants of Local Chapter events. NFJPIA-R3 logo is highly recommended to be included in all certificates to be released by the Local Chapter.

OFFICIAL PUBLICATION (N3XUS)

1. N3XUS (NFJPIA-R3 E-Newsletter) shall be issued at least twice during the Federation Year.



REGION III COUNCIL

SXEURANOIS

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2. Contents of such publication must be in line with the activities conducted prior to the event so as to serve as a report to the members of the organization.
3. Appearance of sponsor's logo as part of the said undertaking shall be allowed.
4. N3XUS releases shall include all advertisement contracts collected and gathered prior to the Council's events.
5. Preparation and details of the publications must be communicated to the Regional Vice President for Graphics and Publications at a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

VISUAL IDENTITY THROUGH VIRTUAL MEDIA

Any informative announcements concerning the organization through social media must be carried out by the Regional Vice President for Communications. The Regional Vice President for Graphics and Publications shall be accountable for the design and creation of the following mentioned visual media, each of which is subject to presentation to the Regional Executive Officers for further modifications and approval before its official use.

ANNOUNCEMENTS/ADVERTISEMENTS VIA POSTERS AND INFOGRAPHICS

1. Posters or any graphical representations as a medium for announcements and/or advertisements by the organization shall be allowed provided that it is approved by the Regional Council President.
2. As a minimum, it must contain the following particulars:
 - a. National Federation of Junior Philippine Institute of Accountants and/or NFJPIA's Logo
 - b. Region-R3 Council and/or Region III's Logo
 - c. Batch Logo
 - d. Subject of the announcement and/or advertisement (e.g., date, time, venue)
 - e. Contact person and contact number
 - f. NFJPIA-R3's social media accounts (i.e., Facebook Page, Twitter, Instagram)
3. Use of annotations deemed to be defamatory, obscene, proprietary, or libelous is strictly prohibited. Exercise caution about exaggeration, colorful language, guesswork, obscenity, copyrighted materials, legal conclusions, and derogatory remarks or characterizations.
4. Appearance of the sponsor's logo as part of the said undertaking shall be allowed.
5. Preparation and details of posters must be communicated to the Regional Vice President for Graphics and Publications at a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

OFFICIAL PODCAST (UNMUTED)

1. Each episode of Unmuted shall be released every three months at a minimum with no particular date as long as it falls between the time allotted.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

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2. Unmuted shall have the following segments at a minimum:
 - a. News
 - b. Games
 - c. Interviews
 - d. Interactive Story-Telling
 - e. Announcements
 - f. Advertisements
 - g. Music Breaks
3. Appearance of sponsor's logo as part of the episode poster shall be allowed.
4. The Unmuted episodes shall include all advertisements from the sponsors.
5. Preparation and details of the publications must be communicated to the Regional Vice President for Graphics and Publications at a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

OFFICIAL TELECAST (CR3SCENDO CHRONICLES)

1. Each episode of CR3SCENDO CHRONICLES shall be aired from October to August of the federation year, with no specific dates as long as it falls within the time allotted.
2. CR3SCENDO CHRONICLES shall have the following segments at a minimum:
 - a. Current Events Report
 - b. Featured JPIA Spotlight (highlighting schools or students)
 - c. Upcoming Events and Sponsor Commercials
 - d. Membership Update (number of members)
 - e. Other Relevant News Appearance of sponsor's logo as part of the broadcast poster shall be allowed.
3. The CR3SCENDO CHRONICLES broadcasts shall include all advertisements from the sponsors.
4. Preparation and details of the telecasts must be communicated to the Regional Vice President for Communications and the Regional Vice President for Graphics and Publications at a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

AUDIO VISUAL PRESENTATIONS (AVPS)

1. Audio visual presentations, as a medium of information and promotion by the organization, shall be allowed provided that it is approved by the Regional Council President.
2. Contents of the AVPs must be of relevance for its intended purpose.
3. Use of annotations deemed to be defamatory, obscene, proprietary, or libelous is strictly prohibited. Exercise caution with regards to exaggeration, colorful language, guesswork, obscenity, copyrighted materials, legal conclusions, and derogatory remarks or characterizations.
4. Appearance of Sponsor's Logo as part of the said undertaking shall be allowed.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

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5. Preparation and details of AVPs must be communicated to the Regional Vice President for Graphics and Publications for a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

SOUVENIR AND MERCHANDISE ITEMS

1. Souvenir and merchandise items offered by the organization shall be allowed provided that it is approved.
2. Design of souvenir and merchandise items must be of relevance for its intended purpose.
3. Use of annotations deemed to be defamatory, obscene, proprietary, or libelous is strictly prohibited. Exercise caution with regards to exaggeration, colorful language, guesswork, obscenity, copyrighted materials, legal conclusions, and derogatory remarks or characterizations.
4. Preparation and details of souvenir and merchandise items must be communicated to the Regional Vice President for Graphics and Publications for a reasonable time before it is presented to the Regional Executive Officers for further modifications and approval.

ENFORCEMENT OF THE IMPLEMENTING RULES AND REGULATIONS

1. It shall be the primary duty of the Regional Vice President for Communications, Regional Vice President for Graphics and Publications, and the Council to effectively enforce the provisions of this Implementing Rules and Regulations. The Council also has the sole right to interpret the contents of this Implementing Rules and Regulations and their decision will be binding and irrevocable.
2. The Regional Council Adviser or his duly designated representative shall act as legal adviser to the Regional Vice President for Communications, Regional Vice President for Graphics and Publications, and the Council and shall render legal assistance as may be necessary for carrying out the provisions of this Implementing Rules and Regulations.

AMENDMENTS OR REVISIONS

1. The Council shall be vested with the exclusive power to revise and amend the Implementing Rules and Regulations.
2. Any amendments to or revisions to this Implementing Rules and Regulations may be proposed by any member of any Local Chapter upon a written request of such member, stating the reasons thereto.
3. Any request for amendments and revisions as well as proposed amendments must initially be reviewed by the Regional Vice President for Communications and Regional Vice President for Graphics and Publications then to be forwarded to the Regional Executive Officers for discussion, editing, and final approval and to be noted by the Regional Council Adviser.



REGION III COUNCIL

SXEURANOIS

FEDERATION YEAR 2024 -2025

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4. The Regional Executive Officers shall have the right to debunk any proposed revisions and amendments, submitted to them by the Regional Vice President for Communications and Regional Vice President for Graphics and Publications, which are deemed unnecessary. The final decision on any inclusions and exclusions to these Implementing Rules and Regulations must be determined by a majority vote of all Regional Executive Officers in which the Regional Vice President for Communications and Regional Vice President for Graphics and Publications are included.
5. Amendments to particular provisions in this Implementing Rules and Regulations shall be allowed provided that such amendments will be communicated to stakeholders at least one (1) week before it could take effect.

SEPARABILITY CLAUSE

If any clause, provision, paragraph, or part of this Implementing Rules and Regulations shall be declared unconstitutional or invalid, such judgment shall not affect, invalidate, or impair any other part hereof, but shall be merely confined to the clause, provision, paragraph, or part directly involved in the controversy in which such judgment has been rendered.

REPEALING CLAUSE


Any rule and regulation or resolution or part/s thereof inconsistent with the provisions of this Implementing Rules and Regulations are hereby repealed or modified accordingly.

EFFECTIVITY

This Implementing Rules and Regulations shall take effect immediately after its presentation and approval from the Assembly. Promulgated in this San Rafael, Bulacan this **10th day of October 2024**.

PREPARED BY:


TERESE ASLEY B. SOLIMAN
REGIONAL VICE PRESIDENT FOR
COMMUNICATIONS
La Verdad Christian College


ELYSSA A. PEREZ
REGIONAL VICE PRESIDENT FOR
GRAPHICS AND PUBLICATIONS
La Consolacion University Philippines



REGION III COUNCIL

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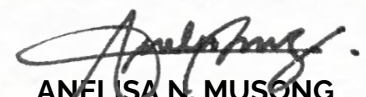
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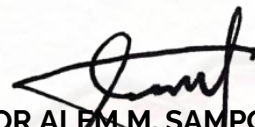
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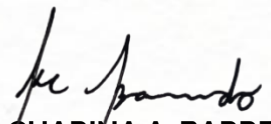
APPROVED BY:



JUSTINE ANN S. DELA CRUZ
REGIONAL COUNCIL PRESIDENT
Datubhasaan Politekniko ng Lungsod ng Baliwag

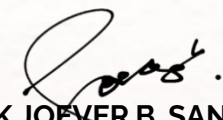

MITCH MICHELLE M. GUEVARRA
REGIONAL VICE PRESIDENT FOR
ACADEMICS
Baliuag University

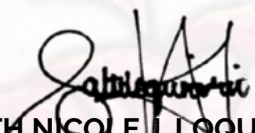

ANELISA N. MUSONG
REGIONAL VICE PRESIDENT FOR
NON-ACADEMICS
STI College – Santa Maria


NOR ALEM M. SAMPORNA
REGIONAL VICE PRESIDENT FOR
FINANCE
City College of Angeles

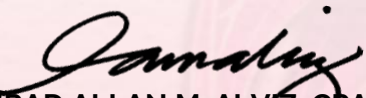

KYLA CHARINA A. BARREDO
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Baliuag University


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REGIONAL VICE PRESIDENT FOR
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Dr. Gloria D. Lacson Colleges Foundation


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REGIONAL VICE PRESIDENT FOR AUDIT
PHINMA – Araullo University


KEITH NICOLE J. LOQUINARIO
REGIONAL SECRETARY GENERAL
La Verdad Christian College

NOTED BY:


CONRAD ALLAN M. ALVIZ, CPA, CISA,
CIA, CSRS, CMPC
REGIONAL COUNCIL ADVISER