



Republic of the Philippines
 Department of Education
 Region IV-A CALABARZON
CITY SCHOOLS DIVISION OF ANTIPOLO

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 DF01-01SDS-18

Effectivity date:
 May 2018

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Office/Unit:

Revision No:
 00

**Office of the Schools
 Division Superintendent**

Subject:

Internal Authority to Travel

Division Reference Number		0657		Date	23 Jan 2019
NAME OF OFFICIAL/EMPLOYEE			DESIGNATION & STATION		
Please see attached <small>LAST NAME, FIRST NAME MI *</small>			Please see attached		
PURPOSE: Attendance to the Awareness Campaign in support of ASEAN Community 2015 and the Philippines' Chairmanship of ASEAN 2017					
DESTINATION: Cavite National Science High School, Maragondon, Cavite, Division of Cavite					
PERIOD OF TRAVEL	FROM	25 Jan 2019	TO	25 Jan 2019	
Please Check: •		Estimated Expense			
1. <input checked="" type="checkbox"/> Official Business		Registration Fee			
<input type="checkbox"/> Cash Advance		Transportation			
<input type="checkbox"/> Reimbursement		Travel Allowance			
2. <input type="checkbox"/> Official Time		On Travel Time only			
<small>(NO EXPENSE to be incurred by the Division Office/School)</small>		Full Allowance			
		TOTAL ESTIMATED EXPENSES			
		Php 400.00 each			
Requested by:		Funds Available- for Official		Approved:	
 LITO B. PALOMAR OIC-Chief, CID / EPS I – A.P.		* Business (specify the source of funds) <input type="checkbox"/> Division Fund <input type="checkbox"/> LSB Fund <input checked="" type="checkbox"/> Others: <u>MOOE/Local</u>		 DR. ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent	
		Funds Noted <input type="checkbox"/> On Official Time Only <input type="checkbox"/> Other Funds:			
		 MRS. RAQUEL F. ESGUERRA Division Accountant III			
REMARKS:					

18010151



**AWARENESS CAMPAIGN IN SUPPORT OF ASEAN COMMUNITY 2015 AND THE PHILIPPINES'
CHAIRMANSHIP OF ASEAN 2017**

Cavite National Science High School, Maragondon, Cavite, Division of Cavite
January 25, 2019

LIST OF PARTICIPANTS

- | | | |
|------------------------------|---|-----------------------------------|
| 1. Dr. Eugenio B. Sierra Jr. | - | Principal I – Dela Paz NHS |
| 2. Rachel P. Pacayra | - | Teacher – Dela Paz NHS |
| 3. Rommel V. Parallag | - | Teacher – Dela Paz NHS |
| 4. Reandrea Ozareta | - | Student – Dela Paz NHS |
| 5. Nixon C. Maximo | - | Principal II – San Isidro NHS |
| 6. Noreen A. Villamor | - | Teacher – San Isidro NHS |
| 7. Prince Derick Marcaida | - | Student – San Isidro NHS |
| 8. Anna Lyn P. Raymundo | - | Principal III – San Isidro NHS |
| 9. Romel M. Ligutan | - | Teacher – Mambugan NHS |
| 10. Mari Cris R. Escape | - | Teacher – Mambugan NHS |
| 11. Honey Belle Alvarez | - | Teacher – Mambugan NHS |
| 12. Freceia Hershey Gases | - | Student – Mambugan NHS |
| 13. Jean D. San Juan | - | Master Teacher – Juan Sumulong ES |



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director

SUBJECT : CORREGENDUM TO THE REGIONAL MEMORANDUM RE: AWARENESS
CAMPAIGN IN SUPPORT OF ASEAN COMMUNITY 2015 AND THE
PHILIPPINES' CHAIRMANSHIP OF ASEAN 2017

DATE : December 10, 2018

1. Relative to the Regional Memorandum Regarding the Awareness Campaign in Support of ASEAN Community 2015 and the Philippines' Chairmanship of ASEAN 2017, the change of the date of the activity has been made from December 12, 2018 will pursue on January 25, 2018.
2. All the provisions stated in the said Memorandum still remain in effect.
3. Immediate dissemination of this Memorandum is desired.



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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : **AWARENESS CAMPAIGN IN SUPPORT OF ASEAN COMMUNITY 2015
AND THE PHILIPPINES' CHAIRMANSHIP OF ASEAN 2017**

DATE : December 4, 2018

1. The Department of Education Region IV-A through the Curriculum and Learning Management Division will conduct the Regional competitions in Poster –Making, Essay Writing and Quiz Bee in compliance to the Civil Service Commission Memorandum Circular No.6, s. 2016 on the Awareness Campaign in support of ASEAN Community 2015 and the Philippines' Chairmanship of the ASEAN 2017 to be held on December 12, 2018 at Cavite National Science High School, Maragondon, Cavite, Division of Cavite.
2. The activity aims to;
 - a. help spread awareness on ASEAN by, among others, participating in the information campaign and the conduct of programs and activities towards this end, including;
 - b. develop and enhance the learning skills of the students to become more effective and efficient in ASEAN learning activities;.
3. There shall be NO REGISTRATION FEE. Participants to this activity are the Division Supervisor/Coordinator in Araling Panlipunan, Teacher Coach in Araling Panlipunan and select/qualified students from Grade 7 to 10.



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AJA17-0078

NUMBER OF PARTICIPANT PER DIVISION				
DIVISION	Division Supervisor/ Coordinator in AP	Student Contestant in Poster Making, Essay, and Quiz Bee	Teacher Coach Per Category (Poster-Making, Essay, and Quiz Bee)	TOTAL
1.CAVITE PROVINCE	1	3	3	7
2.BACOR CITY	1	3	3	7
3.CAVITE CITY	1	3	3	7
4.DASMARIÑAS CITY	1	3	3	7
5.GEN. TRIAS CITY	1	3	3	7
6.IMUS CITY	1	3	3	7
7.LAGUNA	1	3	3	7
8.BIÑAN CITY	1	3	3	7
9.CABUYAO CITY	1	3	3	7
10. CALAMBA CITY	1	3	3	7
11.SAN PABLO CITY	1	3	3	7
12.STA ROSA CITY	1	3	3	7
13.BATANGAS PROVINCE	1	3	3	7
14.BATANGAS CITY	1	3	3	7
15.LIPA CITY	1	3	3	7
16.TANAUAN CITY	1	3	3	7
17.RIZAL PROVINCE	1	3	3	7
18.ANTIPOLO CITY	1	3	3	7
19.QUEZON PROVINCE	1	3	3	7
20.LUCENA CITY	1	3	3	7
21.TAYABAS CITY	1	3	3	7
REGIONAL STAFF				3
TOTAL	21	63	63	150

4. To register and confirm their participation, they are requested to log in bit.ly/ACASEAN2018
5. They are advised to observed the following:
 - a. take the cheapest mean of transportation to and from the venue.
 - b. All delegation heads with their teacher coach shall be responsible to the safety of their contestants/students.
 - c. follow the guidelines of the competition and time schedule of activities and
 - d. prepare Travel Order.

6. The registration shall start at 7:00 o' clock in the morning and Opening Program will commence at 9:00 o' clock in the morning for both training activities.
7. The food of the participants will be provided from breakfast to afternoon snack. The travelling expenses and incidental allowance of the participants shall be charged to local/MOOE funds subject to the usual auditing rules and regulations.
8. For inquiry or clarification, you may contact Mr. Leonardo C. Cargullo, Education Program Supervisor in A.P. at CP no. 09989942134
9. Attached herewith are the guidelines of the competition.
10. Immediate dissemination of this Memorandum is desired.

Regional Technical Working Group (RTWG) Assignments

RTWG-by Cluster	Assigned Task
Laguna -Binan City -Calamba City -Canlubang City -San Pablo City -Sta Rosa City -with select host school staff	-Sound Sytem and Physical Facilities
Quezon -Lucena City -Tayabas City Rizal -Antipolo City - with select host school staff	-Tabulation (Scoring System) -Food and Beverages
Batangas -Batangas City -Lipa City -Tanauan City with select host school staff	-Awards Committee -Certificates and medals
Cavite -Bacoor City -Cavite City -Dasmaringas City -General Trias City -Imus City - with select host school staff	-in charge of documentation/General Support Staff/Program (Videography,photography,encoding),

Program
Opening Program
Part I

Time	Activity	Person In -Charge
8:00-9:00 Am	National Anthem Pledge of Allegiance Prayer Cavite Hymn Municipal Hymn CLABARZON March Welcome Remarks	Host School Host School Host School Host School Host School Host School Schools Division Superintendent
	Recognition of the Participants	Leonardo C. Cargullo
	Inspirational Message Intermission Number	Regional Director Host School/Division
	Mechanics of the Contest	EPS-AP Cavite Province
9:00-10:00 AM	Break Time	Quezon and Rizal Clusters
Part II Contest Proper 10:00 AM -3:00PM	Preparation for the Contest -Grouping of Participants	Laguna Cluster
Part III Awarding Ceremony 3:00-3:30PM	Distribution of Certificates	Batangas Cluster
Part IV Closing Ceremonies 3:30 -4:00PM	Prayer Acknowledgement Home Sweet Home	Cavite Cluster
	EMCEE	Host School/Division

Component Area	ARALING PANLIPUNAN	
Grade Level	7 to 10	
Event Package	ASEAN Quiz Competition	
No. of Contestant/s	One	
Time Allotment	Three (3) Hours	
Description	The ASEAN Quiz is a continuing project of the ASEAN Committee on Culture and Information (COCI) that aims to foster the spirit of healthy competition among ASEAN Youth in a friendly quiz game that exposes them to cultural, political, economic and social information.	
Criteria for Assessment	Criteria	Percentage
	Delivery	25%
	Use of Supporting Evidence	25%
	Organization	25%
	Reasoning and Ability to answer	25%
	Total	100%
<p>Quiz Mechanics</p> <ol style="list-style-type: none"> The 21 student –participants from DepEd’s 21 divisions shall compete individually in two segments. The two segments are as follows: <ul style="list-style-type: none"> Segment 1. True or False and Multiple Choice Segment 2. Fill-in-the-Blanks or Completion Segment 1: True or False will be given 10 questions with 1 point each correct answer and Multiple Choice will be given 10 questions and 1 point each correct answer. Total Score is 20 points Segment 2: The Fill-in-the-Blanks or Completion will be given 20 questions and every correct answer will be given 3 points. Total Score is 60 points. The total points in the competition is 80. The participants shall be seated in individual chairs with armrest. Each participant shall be provided a white board or Paper with marker/with eraser or pen to be used in answering the questions for segment one and two. For Segment 1: (True or False and Multiple Choice), participants will write the word True or False for the True or False questions and write the letter of the correct answer for the multiple choice questions. Participants will be given 10 seconds to write down their answer. For Segment 2: (Fill-in-the-Blanks or completion), participants will be given 15 seconds to write down their answers. A buzzer shall indicate that the time is up. Answer shall be written in full; with no abbreviations or acronyms. Articles and prepositions should be written correctly. Answer with wrong spelling will be considered wrong. Corrections may be made by the participants but the previous answer must be erased or crossed out within the given time allotment. <p>Each question in Segments 1 and 2 will be read twice. After the Quizmaster reads the questions the second time, he/she will say “GO”. Only then will the participants write their answer. When the time is up, the Quizmaster will say “Markers/Pens Up.” Participants will</p>		

then up their Markers/Pens and whiteboards/Papers to show their answers. The Quizmaster will read aloud the answer of each participant. The scorers will record the answers accordingly. A cumulative score per participant will be announced by the Quizmaster after each round before moving on to the next segment.

10. After the completion of segment 2, the cumulative points of each participant in the two segments will be tabulated. The results will be examined by the RTWG. When the results have been verified, these will be submitted to the Board of Judges and announced accordingly by the Quizmaster.

11. The Chairman of the Board of Judges shall declare the First, Second and Third place winners. 12. In case of a tie, tiebreaker question/s shall be asked until definite winner emerge. At the start of tiebreaker round the scores revert to zero.

13. Should there be questions or protests, the Board of Judges shall decide the matter. Their decision is final.

I. Resource Requirements			
	Contestants	Host School/Venue	Host Region/Division
Attire	School Uniform	CNSHS	-Cavite Province
Tools and Equipment		Timer/Buzzer	-ICT
Others		Sound System Stage	Utility/Food/Token Expenses

Component Area	ARALING PANLIPUNAN	
Grade Level	Grade 7-10	
Event Package	On the Spot Poster Making	
No. of Contestant	One	
Time Allotment	One hour and 30 minutes	
Criteria for Assessment	Criteria	Percentage
	Relevance to the theme	20 %
	Creativity and Presentation	50%
	Originality	30%
	Total	100%
I. Event Rules and Mechanics	<ol style="list-style-type: none"> a. The contestants shall draw their numbers during registration. They will be given a number tag which will be attached to the poster. b. The theme of the showcase will be announced on the actual day of the skills exhibition. c. Any artwork in the poster must be original in design. d. The contestants shall bring their own drawing materials to be used in the skills 	

exhibition. Only the following materials shall be utilized. (oil pastel, ½ illustration board, lead pencil, sharpener, eraser, ruler, black pentel pen, cotton / tissue)			
II. Resource Requirements			
	Contestants	Host School/Venue	Host Region
Attire	School Unoform	-	-
Tools and Equipment		Timer	-
Others		Sound System Tables and chairs	Utility expenses

Component Area	ARALING PANLIPUNAN		
Grade Level	Grade 7-10		
Event Package	Essay Writing Contest		
No. of Contestant	One		
Time Allotment	One hour and 30 minutes		
Criteria for Assessment	Criteria		Percentage
	Presentation and Style		40 %
	Form, Content and Insight ➤ Accuray-20% ➤ Fairness (Balanced and Sound)-20% ➤ Methodology-20%		60%
	Total		100%
I.Event Rules and Mechanics			
<p>a. The theme to be used will be announced on the actual day of the contest.</p> <p>b. The organizer will provide the materials to be used.</p> <p>c. Essay must be at least 800 but not more than 1000 words in English and legibly written in double space in the provided writing pad. Essay must be original and previously unpublished.</p>			
II.Resource Requirements			
	Contestants	Host School/Venue	Host Region
Attire	School Uniform	-	-
Tools and Equipment		Timer	-
Others		Sound System Tables and chairs	Utility expenses