



APR 07 2011

DepEd MEMORANDUM

No. **90**, s. 2011

NATIONAL FUN RUN FOR EDUCATION
“EVERY RUNNER, A FINISHER; EVERY FINISHER, A WINNER”

To: Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools

1. In celebration of the 150th Birth Anniversary of Dr. Jose Rizal, a hero, a teacher, a doctor, a farmer and a scientist, the Department of Education (DepEd) will hold the **National Fun Run for Education** simultaneously dubbed as “*Every Runner, a Finisher; Every Finisher, a Winner*” on June 19, 2011 in **all regions and divisions** nationwide.
2. The **Fun Run** activity aims to involve all concerned community stakeholders including regional and division offices as leads. Its objectives are the following:
 - a. celebrate the birth anniversary of Dr. Jose Rizal, the national hero;
 - b. raise awareness that *education is for all and no Filipino child should be left behind*; and
 - c. provide an opportunity for community stakeholders to unite and manifest love for country through concern for education.
3. To ensure proper coordination, the DepEd Division Offices (DOs) through the Schools Division/City Superintendents (SDSs) are requested to designate their respective **Fun Run Coordinators**.
4. The DOs will handle the preparatory work which shall include the organization of different committees to promote the activity to all stakeholders, and the coordination as well as collaboration with the volunteers, sponsors and media.
5. The DOs in close coordination with their Regional Office (RO), local government units (LGUs), *barangays* and the local Philippine National Police (PNP) shall determine the system of inviting community members, associations, students and other groups to advocate this activity. Advocacy/Promotion for this **Fun Run** should start two (2) months prior to this event.
6. The division officials, personnel and staff shall also participate in the **Fun Run** by accomplishing the *Pledge Form* in Enclosure No. 1 to signify support to schools. Completed forms will be submitted to the local Registration Committee one (1) week prior to the activity. The pledges/actual donations will be accounted for and turned over to the schools.



7. The DOs are expected to submit on or before **April 22, 2011** to the Adopt-A-School Program (ASP) Secretariat at telefax no.: (02) 638-8639 or through e-mail address: asp_secretariat@yahoo.com the **Preparatory Report** containing the following details:

- a. name of the designated **Division Fun Run Coordinator**;
 - b. the list of schools and all stakeholders to be involved in this activity; and
 - c. localized **Fun Run Mechanics** or Suggested Guidelines for the 1km to 2km Walk/Run (Please see Enclosure No. 2).
8. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary *AL*

Encls.:
As stated

Reference:
None

To be indicated in the Perpetual Index
under the following subjects:

BUREAUS & OFFICES
PROJECTS
SCHOOLS
STUDENTS
TEACHERS

Madel: Fun Run
April 6, 2011

**National Fun Run for Education:
"Every Runner a Finisher, Every Finisher a Winner"
June 19, 2011**

Department of Education

Suggested Pledge Form

I am interested to participate in the Fun Run.

NAME:
ADDRESS:
TELEPHONE NO.
EMAIL ADDRESS:
FORM OF ASSISTANCE: a. Donations-in-kind for: (please check desired donation) ___ School supplies (e.g. pencils, ball pens, ruled paper, notebooks, crayons, chalk, etc.) ___ Classroom furniture (e.g. chairs, tables, cabinets, etc.) ___ Equipment (e.g. fax machine, computers, printers, electric fan, etc.) ___ Classrooms ___ Shop equipment (for Industrial Arts, Home Economics, Agri-fishing, etc.) ___ Others (please indicate) _____ b. Volunteer man-days/labor support: (please check desired support) ___ Resource person for a particular subject ___ Tutorial assistance ___ Peer counseling ___ Assistance to teachers (e.g. preparing visual aids, teacher aid) ___ School maintenance and repairs ___ Teaching ___ Others (please indicate) _____
Please submit accomplished forms to _____ on or before June 10, 2011. Thank you very much!

SP

**National Fun Run for Education:
"Every Runner a Finisher, Every Finisher a Winner"
June 19, 2011**

Suggested Guidelines for 1km to 2km walk/run

PRE EVENT PREPARATION

- Determine and secure a venue to be used as an Assembly Area and Activity Area
 - Open Lot with adequate space:
 - 4 persons per square meter (e.g. For 1,000 people, at least 250 square meters needed)

- Determine and Secure Route
 - roads need to be in good paved condition
 - free of potholes as much as possible
 - 2 to 4 lanes wide (6 meters to 12 meters wide)
 - very few vehicular traffic and smog during EVENT DATE
 - sample route: from City Hall Plaza to Local Public School

- Acquire necessary permits from Local Government Units

- Assemble/Form and Coordinate the following multi-sectoral teams
 1. **Route Marshals Team** are present to direct runners/participants in the right direction and communicate to Head Organizers for updates, emergencies, etc.
 - a. 1 route marshal for every 100 meters
 - b. 1 route marshal for every corner/intersection

 2. **Traffic Marshals Team** are positioned at every intersection to control motorized and non-motorized vehicles from colliding with participants/walkers
 - a. at least 2 traffic marshals need to be designated at every intersection of the route

 3. **Security/Peace and Order Team (Local PNP)** – to monitor and ensure safety of the event from criminal elements (thieves, looters, riots, terrorism, etc)
 - a. needs to be at least 500 meters apart along the route
 - b. Areas to be secured: Starting Line/Assembly Area, Finish Line/Activity Area, Awarding Area, Route

 4. **Clean Up Team**- is in charge making the area orderly and clean of trash after the last runner

 5. **Medical Team** – will be responsible for monitoring and responding to medical emergencies during the event
 - a. at least 1 team along the Route
 - b. at least 1 team at the Finish/Activity Area

- c. at least one Ambulance Unit on Stand-by mode

OTHERS

- a. production of giveaways for participants (t-shirts/pens/pins/wrist bands, etc.)
- b. uniform for Event Team (Planning Team, Route Marshals)
- c. maps of route
- d. media invitations (picture taking, documentation)

Checklist for START LINE/ASSEMBLY AREA - please ensure the following materials are prepared 1 day before the event

- a. area for stage, sound system, lighting system
- b. electrical supply
- c. holding area for participants
- d. event host, guest speakers
- e. sample program: National Anthem, Prayer, Welcome Remarks, Instructions
- f. communication for organizers (radios/cellphones)
- g. toilet facility (1 for every 100 pax)
- h. trash bins
- i. picture taking, documentation

FINISH LINE/ACTIVITY AREA - please ensure the following materials are prepared 1 day before the event

-Water Station

1. Adequate potable water for ALL participants and guests
2. tents
3. tables
4. cups
5. trash bags

-welcoming activity (marching band, cheering, etc.)

-area for crowd: gymnasium, covered courts

-stage

-sound system and electrical supply

-program of events

- lively music
- script/speech
- host and guest speakers

-medic/1st Aid Station Area

-picture taking, documentation

-trash bins

OPTIONAL:

- tents, tables, chairs for Organizing Team/VIPs and/or Participants
- snacks for Organizing Team, Marshals, Traffic and Security Personnel, VIPs