



OCT 18 2010

DepEd MEMORANDUM
No. **457**, s. 2010

ADDITIONAL INFORMATION TO DEPED MEMORANDUM NO. 272, S. 2010
(3rd Sining Pambansa Festival)

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

1. Pursuant to DepEd Memorandum No. 272, s. 2010, the Department of Education (DepEd), in partnership with the Philippine Amusement and Gaming Corporation (PAGCOR), shall hold the **3rd Sining Pambansa Festival (3SPF)** on October 27-30, 2010. This will be hosted by the DepEd Region XI and the City Government of Davao.
2. The schedule of activities, festival guidelines (conditions for participation, registration procedure, reminders), and other details set forth by the organizing committee are enclosed for reference.
3. The National Organizing Committee (NOC) is hereby reorganized and shall be composed of the following officials or their duly designated representatives:
 - a. Undersecretary for Programs and Projects;
 - b. Undersecretary for Administration and Finance;
 - c. Undersecretary for Regional Operations;
 - d. Chief-of-Staff (in lieu of the Office of the Assistant Secretary for Special Projects and the Special Committee for Culture and the Arts);
 - e. Head of the Culture and the Arts Office (CAO);
 - f. Regional Director of DepEd Region XI; and
 - g. Chief Executive of the City Government of Davao.
4. The NOC shall exercise necessary management actions and decisions in the implementation of the Festival procedures. Likewise, it shall handle all financial (except registration fee), administrative and operational matters relative to the holding of the Festival, with the Culture and the Arts Office providing the technical management and operational services.
5. The National Festival Secretariat-CAO and support staff shall directly supervise the preparations and conduct of the Festival. They are authorized to travel two (2) days before the start and one (1) day after the end of the activity. The DepEd Region XI, the City Government of Davao and its support staff shall comprise the different committees for this event.



6. The registration fee which is reduced to One Thousand Pesos (PhP1,000.00) per delegate, shall be used for overhead and management cost, including tokens, festival kits, rental/purchase of equipment and conduct of post-festival activities.

7. Board and lodging, and travel expenses of speakers/resource persons/NOC/Secretariat/Committees, meals of the participants, honoraria of speakers/resource speakers, supplies and materials, sounds and lights rentals, souvenir program, entertainment services, transportation and other related and incidental expenses for the Festival shall be charged to OSEC funds and other sources such as grants and sponsorships while registration and travel expenses of the regional delegation are chargeable to school/division/regional MOOE/local funds/PTCA funds, School Board funds, sponsorship and other sources subject to the usual accounting and auditing rules and regulations.

8. For further details, please contact the DepEd Culture and the Arts Office (CAO) at telephone no.: (02) 635-2456.

9. Immediate and wide dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum: (No. 272, s. 2010)

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

CHANGE
CELEBRATIONS & FESTIVALS
CONFERENCES
CULTURAL SHOW
STUDENTS
WORKSHOPS

SMA/MCR, DM Add'l Info. to DM No. 272, s. 2010 3rd SPF
October 11, 2010



SCHEDULE OF ACTIVITIES

Day 0 Oct. 26 (Tuesday)	Day 1 – Oct. 27 (Wednesday)	Day 2 – October 28 (Thursday)	Day 3 – October 29 (Friday)	Day 4 – October 30 (Saturday)	Day 5 – Oct. 31 (Sunday)
REGISTRATION AND BILLETING	07:30 am BREAKFAST	08:00 am BREAKFAST	08:00 am BREAKFAST	08:00 am BREAKFAST	HOME SWEET HOME
	Street Dance and Foot Parade	Plenary Session	Continuation of Arts Camp	08:00 am Presentation of Outputs (Arts Camp)	
	11:00 am Opening Program Press Conference	10:00 am Orientation and Arts Camp		10:00 am Closing Program	
	LUNCH	LUNCH	LUNCH	LUNCH	
	1:00 pm Plenary Sessions	1:00 pm Arts Camp	1:00 pm Arts Camp	1:00 pm DAVAO TOUR (Optional)	
5:00 pm National and Local Committee Briefing/Orientation	05:00 pm Performance Showcase (Professional)				
	DINNER	DINNER	DINNER	DINNER	
7:00 pm Festival Orientation	07:00 pm Fellowship Night	06:00 pm Performance Showcase I	06:00 pm Performance Showcase II		



FESTIVAL GUIDELINES

October 27-30, 2010, Davao City

Condition for Participation:

1. Participants to the 3rd Singing Pambansa Festival should be:
 - a. Secondary School Students – presently enrolled in a school under the division or region he/she represents. It is understood that they have already secured proper authorization to travel or waiver from parents/guardian.
 - b. Secondary School Teachers – presently employed in the division or region that he/she represents. Preferably the specialization of these teachers should be related to the various arts discipline.
 - c. Regional Coordinators for Culture and the Arts (RCCA) – they are required to attend, participate, supervise and represent their respective regions in all activities of the festival.

2. It is expected that all participants possess good physical condition and health appropriate for rigid and stressful festival activities and arts camp.

Registration Procedures:

1. Each Coordinator (RCCA) will receive through their email a file copy of the Registration Form and Masterlist of Delegates. The downloaded and printed copies of the Registration Form shall be filled up by the participant itself and to be submitted to the RCCA for consolidation.

2. Entries in the Registration Form must be encoded in the Masterlist of Delegates, in the same format as indicated in the downloaded file from email. It is requested that a duplicate copy be made to another CD or in the USB for safety. For convenience, it is requested that the Masterlist be sent through email at depedcao@yahoo.com.ph at least one week before arrival in Davao City for the preparation of the number of beddings, kits, t-shirts, IDs, meal tickets, etc. Non-submission of the electronic copy of the Masterlist of Delegates will delay the issuance of kits and will cause the manual preparation of the daily attendance sheet.

3. Completely filled up Registration form must be submitted to the Festival Secretariat (Registration Committee) upon arrival in the venue. Make sure that teachers and students and their disciplines have been properly identified.

4. During registration, please bring the following (requirements):
 - a. completely filled up individual Registration Form
 - b. CD or USB containing the masterlist of the delegates
 - c. Printed copy of the masterlist of delegates
 - d. Cash payment as Registration Fee

Accommodation:

1. Upon arrival in Davao City airport or seaport, regional delegation will be assisted by a Protocol Officer to the assigned billeting school. Assigned billeting areas were previously raffled and by the RCCA and no request for transfer will be entertained.
2. As a standard policy in billeting, female participants are separated from male. Each billeting room can accommodate 10-12 participants, however, it is the RCCA or the teacher representative's discretion and responsibility to assign or distribute their delegation in a more convenient manner, if necessary.
3. While the participants are in their respective room assignment to give them ample time to rest, the RCCA and the teacher representative shall proceed to the Registration Area, located at Peoples' Park, Davao City, for the registration formalities.
4. Cleanliness, orderliness and discipline must always be observed at all times within the school premises.

Attendance, Monitoring and Evaluation:

1. The RCCA and the teacher-representative, in-charge of their regional delegation, shall submit daily attendance sheet, which should be submitted before the end of the day to the Secretariat. Incomplete attendance shall mean non-issuance of certificate of appearance/attendance.
2. The RCCA shall regularly monitor the whereabouts of his/her delegation, and make sure that all activities have been actively attended and participated.
3. Evaluation forms shall be distributed and collected on the last day of the event. All delegates are requested to fill up the said form. No evaluation form, no certificate of participation.
4. The activities and whereabouts of the regional delegation will also be monitored by the Protocol Officer assigned to each region. The RCCA and the Protocol Officer must have regular communication and coordination in regards to arrival/departure, board and lodging, schedules, etc.

For the Street Dance and Opening Program:

1. All delegates are expected to participate with their regional costumes appropriate for the performance. Non-performers, including officials, are requested to wear Filipiniana attire or a uniform delegation t-shirts.
2. During the parade, stationary performances are discouraged. The showdown or actual street dance will be performed at the People's Park.
3. Proper discipline during the parade must be observed by the delegation. Unnecessary actions which are not related to their performances that can distract the flow of the parade should be avoided. Event marshals must be followed and respected at all times.

4. For the program proper, each regional delegation must have their own and unique cheer/yell when their delegation is called.

For the Performance Showcase:

1. For the Performance Showcase, each region is given 15 minutes to perform, including entrance and exit.
2. Make sure that the tape/CDs of music or song materials to be used was checked, tested and submitted to the operator or sound engineer an hour before the actual performance. Props and effects are allowed, provided they are safe for the performers, the venue and the audience as well.
3. Assigned regional performers must be at the venue at least one (1) hour before the start of the program. Late performers will not be allowed to perform.

Miscellaneous:

1. Bring Regional Banner (fabric clothe, 3 x 5 ft) for the parade, flag hoisting and retreat.
2. Since all participants will be billeted in the schools, beddings will be the concern of the participants.
3. Each region shall have one (1) teacher as official Representative in-charge for the Registration and Attendance, and one (1) student as the region's representative to plan/coordinate other possible activities.
4. Due to unpredictable weather in Davao, it is advised that appropriate clothing, and other paraphernalia be brought as protection.
5. Media Arts students/teachers are required to bring digital video and/or still camera or laptop computers.
6. Halal and other food preferences of the participants are requested to be properly coordinated with the Secretariat and the catering services.
7. Regional delegations are expected to participate in all activities from Day 0 to Day 4, including the Fellowship Night.