



Republic of the Philippines  
Department of Education  
**REGION VI-WESTERN VISAYAS**  
Duran Street, Iloilo City



June , 2017

REGIONAL MEMORANDUM  
No. 411 , s. 2017


**NATIONAL DISASTER CONSCIOUSNESS MONTH REGIONAL  
ON-THE-SPOT ESSAY WRITING (ENGLISH)  
and POSTER MAKING CONTESTS**

**To: Schools Division Superintendents**

1. The Office of the Civil Defense Regional Office 6 in coordination with Department of Education Regional Office 6 will conduct the **Regional On-The-Spot Essay Writing (English)** and **Poster Making Contest** for Public and Private Schools in line with the National Disaster Consciousness Month Celebration with the theme "**4K's: Kamalayan sa Kahandaan, Katumbasay Kaligtasan**" on July 8, 2017, 8:00 o'clock in the morning at Iloilo Central School, Gen. Luna Street, Iloilo City and 9:30 o'clock in the morning at Robinsons Place Iloilo, Ledesma Street, Iloilo City respectively.
2. Each Schools Division shall announce this competition to all public and private schools and conduct the Division Level Contest and send four entries to the regional level:
  - 2.1 For English Essay Writing, Top two (2) student winners with coaches from Grades 7-10
  - 2.2 For Poster Making Top two (2) pupil winners with coaches from Grades I-VI
3. The first place winners at the regional level will qualify for the national level competition. Attached are the Contest Mechanics for reference.
4. The Schools Division shall submit the names of their winners in each contest on or before July 7, 2017 thru email address: [drmo.region6@gmail.com](mailto:drmo.region6@gmail.com) or fax to 033-3350207.
5. Travelling and incidental expenses shall be charged to local funds subject to the usual auditing rules and regulations. Likewise, meals (two snacks and lunch) of the participants shall be funded by the Office of the Civil Defense Regional Office 6.

6. For more information, all concerned may contact the Education Support Services Division (ESSD), Department of Education Regional Office 6, Duran Street, Iloilo City at telephone No. (033) 337-5541 or mobile no. 0949-7512078.

7. For immediate dissemination.

  
**MA. GEMMA M. LEDESMA, CESO V**  
Director III  
Officer-In-Charge  
Office of the Regional Director

Encl.:

As stated

Reference:

Letter dated June 8, 2017 of Dir. Rosario T. Cabrera  
OCD Memorandum No. 351, s. 2017  
EO No. 137 dated August 10, 2016 declares the month of July every year as  
the National Disaster Consciousness Month (NDCM)

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

CELEBRATIONS AND FESTIVAL  
CONTEST  
DISASTER  
STUDENTS



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ON-THE-SPOT ESSAY WRITING (ENGLISH)  
and POSTER MAKING CONTESTS**

**Mechanics for Poster-Making and Essay Writing (English) Contest**

- I. THEME:** *"4K's: Kamalayan sa Kahandaan, Katumbas ay Kaligtasan"*
- II. PARTICIPANTS:** The Poster-Making Contest is for Elementary Students (Grade 1 – 6) while the Essay Writing (English) Contest is for High School Students (Grades 7-10). The Top two (2) student winners from each contest per Division shall present a certification from their respective school or school division as the official representative.
- III. DATES:** The Division Contest should be conducted within the last two weeks of June 2017 or before July 7, 2017. Regional Awarding will be on July 8, 2017.

**IV. POSTER – MAKING CONTEST GUIDELINES**

1. All participants are entitled to **ONE** coach or chaperone.
2. The organizers will provide the contestant with 24" x 36" Illustration Boards which will serve as their canvass. The name and school of the participant should be pasted to the back of the board.
3. The organizers will also provide basic drawing and coloring materials such as crayons, oil pastel, coloring pencils, watercolor, poster paints and markers.
4. After the announcement of the central theme of the contest, the participants are given five (5) minutes to consult with the coaches. After that, the participants are given two (2) hours to work on their entries. No more coach or chaperone interference is allowed during the period.
5. No text or mark identifying the participant should appear on the artwork.
6. The organizers shall display a wall or digital clock so that participants are guided on the time limitations. The organizers should also announce the following during the contest time: last one hour, last thirty minutes, last fifteen minutes, last five minutes and last minute.
7. After the contest work period, all entries will be submitted to the organizers.

8. Entries will be judged on the following criteria:

- |   |             |
|---|-------------|
| • Overall presentation incl. creativity, color harmony etc. | - 50%       |
| • Relevance to the Theme                                    | - 40%       |
| • Originality   | - 20%       |
| <b>TOTAL</b>  | <b>100%</b> |

9. After the adjudication and tabulation of results, the Panel of Judges shall announce and award the winners of the regional contest. The decision of the Panel of Judges shall be final.

10. Regional winners will receive the following prizes:

1 <sup>st</sup> Place	-	Php 5,000.00
2 <sup>nd</sup> Place	-	Php 4,000.00
3 <sup>rd</sup> Place	-	Php 3,000.00

## V. ESSAY WRITING CONTEST GUIDELINES

1. All participants are entitled to ONE coach or chaperone.

2. Laptops will be used during the contest. Participants may bring their own laptops or use a laptop provided by the school or local DRRMO being represented. Internet access of the laptop should be turned off throughout the duration of the contest. Designated personnel will be monitoring the contestants during the work period.

3. After the announcement of the central theme of the contest, the participants are given five (5) minutes to consult with the coaches. After that, the participants are given two (2) hours to work on their entries. No more coach or chaperone interference is allowed during the period.

4. Works must follow the specifications below:

Paper Size	:	4A
Font Style	:	Arial
Font Size	:	Arial
Alignment	:	Justified
Margin	:	1 inch on all sides
Spacing	:	Double space

5. Works must be in English. Maximum word count is 2,000. Minimum word count 750.

6. The name of the participant or school being represented should not appear in any part of the work. Participants will be given Reference Number which will be used to identify the entries.

7. The organizers shall display a wall or digital clock so that participants are guided on the time limitations. The organizers should also announce the following during the contest time: last one hour, last thirty minutes, last fifteen minutes, last five minutes and last minute.

8. All entries should be saved using the Reference Number as file name. After the contest period, entries will be submitted through thumb drives provided by the organizers.

9. Entries will be judged on the following criteria:

Substance and content	-	40%
Relevance to the Theme	-	30%
Originality	-	15%
Mastery of the English language	-	15%
<b>TOTAL</b>		<b>100%</b>

10. After the adjudication and tabulation of results, the Panel of Judges shall announce and award the winners of the regional contest. The decision of the Panel of Judges shall be final.

11. Regional winners will receive the following prizes:

1 <sup>st</sup> Place	-	Php 5,000.00
2 <sup>nd</sup> Place	-	Php 4,000.00
3 <sup>rd</sup> Place	-	Php 3,000.00

## **VI. NATIONAL AWARDING GUIDELINES**

1. All First Place Winners in the regional contests qualify for the National Awards. These entries must be sent to and received by OCD Central Office on or before July 13, 2017, 5:00 PM.

2. The National Adjudication Committees is composed of the NDRRMC Technical Working Group on Information, Education and Communication.

3. The National Adjudication Committee shall use the same criteria in evaluating the entries.

4. Final Adjudication for the National Awards will be on July 19, 2017. Announcement of National Winners will be coursed through the Regional Offices.

5. Awarding of winners will be on July 31, 2017 during the National Closing Ceremony for NDCM 2017.

## **VII. OTHER PROVISIONS**

1. The OCD shall have exclusive rights to the use of the top three (3) entries in its communications and publication materials including but not limited to OCD Official Gazettes, online publications, calendars and planners. This exclusivity clause covers a period of two (2) years from August 1, 2017 to July 31, 2019.

2. By joining the contest, all participants agree to release and discharge OCD and its officials and employees from any claims, losses or damages arising from their participation.

3. Participants agree that their names and the name of school represented may be released to the public for purposes of announcing the contest finalists and winners.