



REPUBLIC OF THE PHILIPPINES  
**Department of Education**  
REGION V

REGIONAL CENTER SITE, RAWIS, LEGAZPI CITY  
Tel. (052) 482-0046 Fax: (052) 482-0373  
[www.depedregion5.ph](http://www.depedregion5.ph) email: [depedregion5@yahoo.com](mailto:depedregion5@yahoo.com)



000932

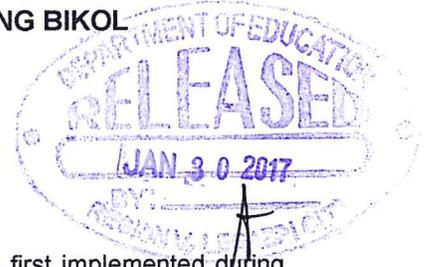
January 30, 2017

**REGIONAL MEMORANDUM**

No. 10, s. 2017

**CLEAN, GREEN AND ECO-FRIENDLY 2017 PALARONG BIKOL**

To: Schools Division Superintendents  
PESS Supervisors/Coordinators  
RASSEAE Officers and Members  
All Others Concerned



1. In line with the "Clean, Green and Eco-Friendly Policy" which was first implemented during the 2011 Palarong Pambansa in Dapitan City, the Department of Education Region V reiterates the provisions set forth in DepEd Memorandum No. 97, s. 2011 and DepEd Memorandum No. 44, s. 2014, to wit:

a. All participants, athletes, members of the executive, working, technical and other related committees are enjoined to adhere to the clean, green and eco-friendly measures that the DepEd intends to implement during the conduct of the Palaro;

b. Regional Directors (RDs) shall be responsible and accountable for the implementation and enforcement of the following measures in their respective regions, team and/or delegations other than their usual roles and functions during the conduct of the Palaro:

(1) Promote environmentally sound methods which maximize the utilization of valuable resources and encourage resource conservation and recovery by:

- i. Directing all the athletes, chaperons, coaches, trainers, participants and officials of their respective delegations to bring and use their own plates and kitchen utensils instead of using Styrofoam and other plastic materials; and
- ii. Ensuring the proper waste segregation, collection, transport, storage, treatment and disposal of solid wastes through the formulation and adoption of the best environmental practice in ecological waste management excluding incineration or the burning of garbage.

(2) Encourage cooperation and self-regulation and instil among the pupils and students the values of discipline, responsibility, and environment consciousness, other than the values inherent in sports, by:

- i. Appointing a Room and/or Bus Beadle during the Palaro in addition to their usual assignments will also,
  - Assist in keeping attendance records of the pupils, students, officials and other participants of the Palaro assigned to the classroom occupied and/or bus used by the delegation;
  - Take charge of the safety and security of all the personal belongings and effects of all those present and/or assigned to the classroom or bus;
  - Organize a team and devise a scheme in cleaning the surroundings, including the boards, walls, toilets and other areas inside the classroom and/or bus used by the delegation at the end of each Palaro day;

- Report vandalism, damage to properties, losses and obliteration of properties committed inside the classroom and/or bus used by the delegation; and
- Perform other related tasks to be assigned.

2. Relative to his, DepEd Regional Office V will hold a competition during the Palarong Bicol among the division delegations based on the guidelines and evaluation criteria as contained in Enclosures Nos. 1 and 2. Plaques of recognition and cash prizes shall be awarded to the winners during the awarding ceremonies on the last day of the Palarong Bicol and Palarong Pambansa. The following are the categories for the competition:

- a. Most Disciplined Delegation
- b. Most Organized Delegation
- c. Cleanest, Greenest and Eco-friendliest Delegation
- d. Cleanest, Greenest and Eco-friendliest Billeting School

3. As a highlight of the Clean and Green activities, and in consonance with the National Greening Program (NGP), each division delegation led by the Schools Division Superintendents shall be required to plant at least 10-15 indigenous tree species within the school compound where they are billeted, which may be done any day of the week during their stay. The NGP coordinators of the host division are expected to coordinate with the City Environment and Natural Resources Officers for the provision, delivery of seedlings/saplings to the billeting areas.

4. The Regional Palaro Evaluation Committee, under the direct supervision of Engr. Ronald C. Asis, OIC, ESSD shall monitor each delegation in the implementation of the aforementioned provisions.

5. Immediate dissemination and compliance of this Memorandum is earnestly desired.

  
**RAMON FIEL G. ABCEDE**  
 Regional Director

**Encls.: As stated**

**References:**

DepEd Memorandum: Nos. 97, s. 2011; 65, s. 2012; 4 and 61, s. 2013 and 44, s. 2014  
 To be indicated in the Perpetual Index  
 under the following subjects:

<b>ACTIVITIES</b> <b>CONTESTS</b> <b>PROGRAMS</b> <b>RULES AND REGULATIONS</b>	<b>SPORTS</b>
---	---------------

**CLEAN, GREEN AND ECO-FRIENDLY 2017 PALARONG BIKOL**

**GUIDELINES IN JUDGING THE CLEANEST, GREENEST AND ECO-FRIENDLIEST BILLETING AREAS**

1. Guidelines and Criteria for Judging
  - 1.1. Guidelines and criteria are adopted from DepED Memorandum No. 44, s. 2014. (see enclosures)
  - 1.2. All components of the Clean and Green principles should be considered (Reduce, Re-use and Recycle).
  - 1.3. Criteria and guidelines shall be disseminated to the divisions through a memorandum for information and guidance.
2. Process of Judging
  - 2.1. Judging shall be done by the committee members from Day 1 to the last Day of the Palaro.
  - 2.2. Scheduling of divisions to be evaluated shall be done through random selection. Visits are unannounced.
3. Judging Proper
  - 3.1. The Evaluation team shall pay a courtesy call to the head of the delegation or to any representative upon arrival at the quarters.
  - 3.2. They will explain the objectives of the evaluation and flow of the inspection to be conducted within the billeting area.
  - 3.3. A representative and/or designated clean and green coordinator may be requested to join the team in making the rounds in the billeting areas.
  - 3.4. It is the responsibility of the representative to make the facilities for inspection available to the team during the visit.
4. Consolidation of Results
  - 4.1. All members of the committee shall submit the results of their evaluation to the secretariat for consolidation.
  - 4.2. The team shall deliberate on the results in case of a tie.
  - 4.3. Winners shall be ranked according to their points earned.
  - 4.4. Results shall be submitted to the Executive Committee before announcing the winners.
  - 4.5. Results approved by the Executive Committee shall be final and non-appealable.
5. Declaration and Awarding of Winners
  - 5.1. Most Disciplined Delegation
  - 5.2. Most Organized Delegation
  - 5.3. Cleanest, Greenest and Eco-friendliest Delegation
  - 5.4. Cleanest, Greenest and Eco-friendliest Billeting School
6. Post Evaluation
  - 6.1. All documents pertinent to the evaluation shall be turned-over to the Evaluation Committee for documentation purposes.
  - 6.2. Recommendations for improvement shall be made available to the divisions for consideration in the succeeding sports activities.

(Enclosure No. 2 to Regional Memorandum No. \_\_\_\_\_ s. 2017

Form 1

2017 PALARONG BIKOL

MOST DISCIPLINED DELEGATION

Please place a check (/) mark on the space provided under each column that best describes your response to each of the items that follow.

Guide for ratings to be used:

- Excellent (5) : a standard of condition which is ideal in all aspects
- Very Satisfactory (4) : a standard of condition which is above average
- Satisfactory (3) : a standard of which meets the normal requirements in both substance and form but one that may be considered marginally or temporarily acceptable and therefore needing some improvements
- Unsatisfactory (2) : a standard of condition regarded as very limited and wanting in quality
- Poor (1) : a standard of condition that needs major improvements

	Points	Excellent (5)	Very Satisfactory (4)	Satisfactory (3)	Unsatisfactory (2)	Poor (1)
<b>1. PUNCTUALITY</b>	<b>25%</b>					
➤ Arrival during the program	12.5					
➤ Playing venue (1 hr. Before the game)	12.5					
<b>2. ATTENDANCE</b>	<b>25%</b>					
➤ Actual no. of participants during the opening						
<b>3. ORDERLINESS</b>	<b>25%</b>					
➤ Maintain orderliness in the designated areas	12.5					
➤ Saludo	12.5					
<b>4. ATTITUDE/BEHAVIOR</b>	<b>25%</b>					
➤ Proper cheering behaviour	7.0					
➤ Sportsmanship	9.0					
➤ Behaviour in the community	9.0					

\_\_\_\_\_  
Signature over printed name  
Judge \_\_\_\_\_

**CLEAN, GREEN AND ECO-FRIENDLY 2017 PALARONG BIKOL**

**GUIDELINES IN JUDGING THE CLEANEST, GREENEST AND ECO-FRIENDLIEST BILLETING AREAS**

1. Guidelines and Criteria for Judging
  - 1.1. Guidelines and criteria are adopted from DepED Memorandum No. 44, s. 2014. (see enclosures)
  - 1.2. All components of the Clean and Green principles should be considered (Reduce, Re-use and Recycle).
  - 1.3. Criteria and guidelines shall be disseminated to the divisions through a memorandum for information and guidance.
2. Process of Judging
  - 2.1. Judging shall be done by the committee members from Day 1 to the last Day of the Palaro.
  - 2.2. Scheduling of divisions to be evaluated shall be done through random selection. Visits are unannounced.
3. Judging Proper
  - 3.1. The Evaluation team shall pay a courtesy call to the head of the delegation or to any representative upon arrival at the quarters.
  - 3.2. They will explain the objectives of the evaluation and flow of the inspection to be conducted within the billeting area.
  - 3.3. A representative and/or designated clean and green coordinator may be requested to join the team in making the rounds in the billeting areas.
  - 3.4. It is the responsibility of the representative to make the facilities for inspection available to the team during the visit.
4. Consolidation of Results
  - 4.1. All members of the committee shall submit the results of their evaluation to the secretariat for consolidation.
  - 4.2. The team shall deliberate on the results in case of a tie.
  - 4.3. Winners shall be ranked according to their points earned.
  - 4.4. Results shall be submitted to the Executive Committee before announcing the winners.
  - 4.5. Results approved by the Executive Committee shall be final and non-appealable.
5. Declaration and Awarding of Winners
  - 5.1. Most Disciplined Delegation
  - 5.2. Most Organized Delegation
  - 5.3. Cleanest, Greenest and Eco-friendliest Delegation
  - 5.4. Cleanest, Greenest and Eco-friendliest Billeting School
6. Post Evaluation
  - 6.1. All documents pertinent to the evaluation shall be turned-over to the Evaluation Committee for documentation purposes.
  - 6.2. Recommendations for improvement shall be made available to the divisions for consideration in the succeeding sports activities.

Form 1

2017 PALARONG BIKOL

MOST DISCIPLINED DELEGATION

Please place a check (/) mark on the space provided under each column that best describes your response to each of the items that follow.

Guide for ratings to be used:

- Excellent (5) : a standard of condition which is ideal in all aspects  
Very Satisfactory (4) : a standard of condition which is above average  
Satisfactory (3) : a standard of which meets the normal requirements in both substance and form but one that may be considered marginally or temporarily acceptable and therefore needing some improvements  
Unsatisfactory (2) : a standard of condition regarded as very limited and wanting in quality  
Poor (1) : a standard of condition that needs major improvements

	Points	Excellent (5)	Very Satisfactory (4)	Satisfactory (3)	Unsatisfactory (2)	Poor (1)
<b>1. PUNCTUALITY</b>	<b>25%</b>					
➤ Arrival during the program	12.5					
➤ Playing venue (1 hr. Before the game)	12.5					
<b>2. ATTENDANCE</b>	<b>25%</b>					
➤ Actual no. of participants during the opening						
<b>3. ORDERLINESS</b>	<b>25%</b>					
➤ Maintain orderliness in the designated areas	12.5					
➤ Saludo	12.5					
<b>4. ATTITUDE/BEHAVIOR</b>	<b>25%</b>					
➤ Proper cheering behaviour	7.0					
➤ Sportsmanship	9.0					
➤ Behaviour in the community	9.0					

\_\_\_\_\_  
Signature over printed name

Judge \_\_\_\_\_

Form 2

2017 PALARONG BIKOL

MOST ORGANIZED DELEGATION

Please place a check (/) mark on the space provided under each column that best describes your response to each of the items that follow.

Guide for ratings to be used:

- Excellent (5) : a standard of condition which is ideal in all aspects  
 Very Satisfactory (4) : a standard of condition which is above average  
 Satisfactory (3) : a standard of which meets the normal requirements in both substance and form but one that may be considered marginally or temporarily acceptable and therefore needing some improvements  
 Unsatisfactory (2) : a standard of condition regarded as very limited and wanting in quality  
 Poor (1) : a standard of condition that needs major improvements

	Points	Excellent (5)	Very Satisfactory (4)	Satisfactory (3)	Unsatisfactory (2)	Poor (1)
<b>I. ORGANIZATION</b>	<b>20%</b>					
<b>1. Designated room and/or bus beadle</b>	<b>10%</b>					
➤ Clean surroundings (boards, walls, toilets and other areas at the end of each Palaro day)	5.0					
➤ Report vandalism, damage properties, losses and obliteration of properties	5.0					
<b>2. Appointed an over-all Clean and Green officer for the delegation.</b>	<b>10%</b>					
➤ Posted house rules in the conspicuous places in the billeting area.	5.0					
➤ Posted house rules in a conspicuous place	5.0					
<b>II. FACILITIES</b>	<b>60%</b>					
<b>1. Sleeping Quarters (Athletes &amp; Officials)</b>	<b>10%</b>					
➤ Well arranged beddings	2.5					
➤ Well kept clothes	2.5					
➤ Clean and orderly rooms	5.0					
<b>2. Kitchen</b>	<b>10%</b>					
➤ Clean, properly arranged and well kept cooking utensils and eating paraphernalia	2.5					

➤ Covered food/free from flies	2.5					
➤ Adequate and safe water supply	2.5					
➤ Sanitation	2.5					

<b>3. Dining Hall</b>	<b>10%</b>					
➤ Well arranged tables and chairs	2.5					
➤ Free from flies	2.5					
➤ Dining tables with table cloth	2.5					
➤ Clean and pleasant	2.5					
<b>4. Store House</b>	<b>10%</b>					
➤ Well kept food supplies, free from spoilage	5.0					
➤ Presence of ice box/refrigerator	5.0					
<b>5. Comfort Rooms</b>	<b>10%</b>					
➤ Clean	2.5					
➤ No foul odor	2.5					
➤ Sufficient supply of water	5.0					
<b>6. Clinic</b>	<b>10%</b>					
➤ With health personnel on duty	2.5					
➤ Availability of first aid kit	2.5					
➤ Set-up bed for patient	2.5					
➤ Clean and pleasant space	2.5					
<b>III. Environmental Promotion</b>	<b>20%</b>					
<b>1. Waste Disposal</b>	<b>10%</b>					
➤ Waste segregation (Biodegradable and non-biodegradable)	5.0					
➤ No "use of plastics/styrofoams" policy	2.5					
➤ Properly labelled garbage bins (plastics, cans, papers, glasses and food leftovers)	2.5					
<b>2. Drainage System</b>	<b>5%</b>					
➤ No stagnant water	2.5					
➤ Well constructed	2.5					
<b>3. Over-all surroundings</b>	<b>5%</b>					
➤ Clean and orderly	2.5					
➤ Absence of eyesore	2.5					
<b>Total</b>	<b>100%</b>					

Signature over printed name  
Judge \_\_\_\_\_

Form 3

**2017 PALARONG BIKOL  
CLEANEST, GREENEST AND ECO-FRIENDLIEST DELEGATION/BILLETING  
SCHOOL**

Please place a check (/) mark on the space provided under each column that best describes your response to each of the items that follow:

Guide for ratings to be used:

Excellent	(5)	:	a standard of condition which is ideal in all aspects
Very Satisfactory	(4)	:	a standard of condition which is above average
Satisfactory	(3)	:	a standard of which meets the normal requirements in both substance and form but one that may be considered marginally
Unsatisfactory	(2)	:	or temporarily acceptable and therefore needing some improvements a standard of condition regarded as very limited and wanting in
Poor	(1)	:	quality a standard of condition that needs major improvements

	Points	Excellent (5)	Very Satisfactory (4)	Satisfactory (3)	Unsatisfactory (2)	Poor (1)
<b>I. ACCOMMODATION</b>	<b>20%</b>					
➤ Courtesy/hospitality	5.0					
➤ Visibility of school/provincial/PNP task force	5.0					
➤ Prompt action on the needs	5.0					
➤ Problems are properly addressed/acted upon	2.5					
➤ Active participation of co-host School/Division	2.5					
<b>II. FACILITIES</b>	<b>60%</b>					
<b>1. Sleeping Quarters (Athletes &amp; Officials)</b>	<b>10%</b>					
➤ Well arranged bedding	2.5					
➤ Well kept clothes	2.5					
➤ Clean and orderly room	5.0					
<b>2. Kitchen</b>	<b>10%</b>					
➤ Clean, properly arranged and well kept cooking utensils and eating paraphernalia	2.5					
➤ Covered food/free from flies	2.5					
➤ Adequate and safe water supply	2.5					
➤ Sanitation	2.5					
<b>3. Dining Hall</b>	<b>10%</b>					
➤ Well arranged tables and chairs	2.5					
➤ Free from flies	2.5					

➤ Dining tables with table cloth	2.5					
➤ Clean and pleasant	2.5					
<b>4. Storage Room</b>	<b>10%</b>					
➤ Well kept food supplies, free from spoilage	5.0					
➤ Presence of ice box/refrigerator	5.0					

<b>5. Comfort Rooms</b>	<b>10%</b>					
➤ Clean	2.5					
➤ No foul odor	2.5					
➤ Sufficient supply of water	5.0					
<b>6. Clinic</b>	<b>10%</b>					
➤ With health personnel on duty	2.5					
➤ Availability of first aid kit	2.5					
➤ Set up bed for patient	2.5					
➤ Clean and pleasant	2.5					
<b>III. Environmental Promotion</b>	<b>20%</b>					
<b>1. Waste Disposal</b>	<b>10%</b>					
➤ Waste segregation (Biodegradable and non-biodegradable)	5.0					
➤ No "use of plastics/styrofoams" policy	2.5					
➤ Properly labelled garbage bins, (plastics, cans, papers, glasses and food leftovers)	2.5					
<b>2. Drainage System</b>	<b>5%</b>					
➤ No stagnant water	2.5					
➤ Well constructed	2.5					
<b>3. Over-all surroundings</b>	<b>5%</b>					
➤ Clean and orderly	2.5					
➤ Absence of eyesore	2.5					
<b>Total</b>	<b>100%</b>					

\_\_\_\_\_  
Signature over printed name  
Judge\_\_\_\_\_

(Enclosure No. 5 to Regional Memorandum No. \_\_\_\_\_ s. 2017

2017 PALARONG BIKOL

**BOARD OF JUDGES FOR THE SEARCH CLEAN,  
GREEN AND ECO-FRIENDLY 2017 PALARONG BIKOL**

Chairman:	Ricardo Tejeresas, EPS-CLMD
Co-Chairman:	Sancha M. Nacion, EPS-HRDD
Members:	Marites Rabulan, ND I
	Ma. Cecilia Alamares, SESP
	Shirley Borja, ND II