



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

September 23, 2024

DIVISION MEMORANDUM
No. 905, s. 2024

**MECHANICS AND GUIDELINES OF THE VARIOUS ACTIVITIES DURING THE
122nd ANNIVERSARY CELEBRATION OF THE ESTABLISHMENT OF SDO
NUEVA VIZCAYA**

- TO: Assistant Schools Division Superintendent
Chief- ES Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
District In-Charge
Public Elementary and Secondary School Heads
All Others Concerned
1. Relative to the Division Memorandum No 355, s. 2024 entitled, **“SDO -NV 122nd Founding Anniversary Celebration,”** this office informs the field of the mechanics, guidelines, timelines, and other details of the various activities/events for reference and guidance. (See attached files.)
 2. In view of this, all teaching and non-teaching personnel of SDO Nueva Vizcaya are invited and encouraged to actively participate in the various activities. The District Supervisors and District-in Charge are enjoined to lead their districts/schools and ensure maximum participation in all the events. On the other hand, the NVDOPA President shall lead the SDO-based team in the selection of participants per activity.
 3. For further queries, contact the focal persons per event/activity.
 4. For information, guidance, and compliance.



ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



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Enclosure 1

Timeline for the DepEd SDO Nueva Vizcaya March Writing Contest

Time	Activity
November 7- 17	Submission of entries to SDO- CID office of March song writing contest
November 17	Last day of submission of entries
November 20- 21	Conduct of elimination round and critiquing of entries
November 24	Conduct of Final round and announcement of winners

DepEd SDO Nueva Vizcaya March Writing Contest Mechanics

General Guidelines:

1. Eligibility:
The Contest is open to SDO Nueva Vizcaya teachers and Employees whether, Amateur/ Professional songwriters, composer, and lyricist.
2. The march composition entry must be an original work of the Contestant. The "Entry" must display the sense of loyalty and devotion in the minds of the DepEd employees.
3. Lyrics of the march must be in English. One or a combination of musical instruments may be used.
4. The march must not exceed four (4) minutes, inclusive of introduction and exit. Entries must be submitted in full accompaniment version and in minus – one.
5. The march entry must not have been used in any previous competition, commissioned by a third party, or have been commercially released.
6. Words with registered trademarks/brand names, explicit and offensive lyrics are strictly prohibited.
7. All entries shall be considered final once submitted and cannot be modified or altered.
8. In the event that an entry is selected as finalist, DepEd SDO -NV shall have unlimited right, worldwide and in perpetuity, to use, re-arrange, and make improvements to the musical composition.
9. Accepting of Entries will start on November 9, 2024
10. Deadline of submission of entries shall be on November 18, 2024.



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11. All entries shall be judged according to the set criteria for judging below. The decision of the Board of Judges, across all stages of this competition, shall be final and unappealable.
12. The Top 5 Entries will be selected on November 20-21, 2024
13. The Top 5 Entries shall be notified through their email address provided. The Top 5 song entries will be posted on the official Facebook account of the 122nd DepEd SDO Nueva Vizcaya Founding Anniversary. The Top 5 Entries will also perform their musical composition during the DepEd SDO NV Founding Anniversary Program on November 24 at the SDO Conference Hall.
14. From the Top 5 Entries, Announcement of the Top 3 Winners will be made after their performance at the 122nd DepEd SDO Nueva Vizcaya Founding Anniversary celebration.
15. Winners will be awarded the certificate and cash prize:
16. For further inquiries and clarifications, you may reach March Writing Focal Person MACRINO RAYMUNDO.

MARCH ENTRY MECHANICS

1. Only one (1) entry per contestant shall be accepted.
2. Visit the DepEd NV website at <https://sdonuevavizcaya.com> to generate the guidelines, terms and conditions, criteria for judging and application form.
3. Completely fill up the application form(s) and submit this along with the following requirements:
 - a. Entry in ".mp3" format minus one
 - b. Entry in ".mp3" format with vocals and full accompaniment
 - c. Typewritten lyrics in Microsoft Word Document
4. All entries shall be submitted personally to the SDO NV Record section:

DepEd SDO March Writing Competition
March Writing Secretariat

Attention: Macrino Raymundo, EPS
March Writing Focal Person
5. Failure to comply with any of the above requirements shall be a ground for disqualification.

THE CRITERIA FOR JUDGING

1. Lyrics - 30 marks
2. Melody - 30 marks
3. Vocals - 20 Marks
4. Musical Arrangement – 20 marks



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ENTRY FORM

SDO NV March Writing Contest

Details of the Composer

Name: _____ Sex: ____ male ____ female
Current Address: _____
Contact Address: _____
School/Office: _____
District: _____
Email Address: _____
CP Number: _____

Details of the Song

Title of the March: _____
Length of the March: _____
Lyrics (to be attached as separate requirement)
Music Score (optional): (to be attached together with the lyrics)
USB labeled as: _____
Content of the USB: (wav, mp3 formats) _____

Brief Description on the Production of the March and Lyrics

DepEd SDO March Writing Competition
March Writing Secretariat
SDO NV_ CID Office

Attention: Macrino Raymundo, EPS
March Writing Focal Person



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Enclosure 2

Timeline for the DepEd SDO Nueva Vizcaya Spoken Poetry and Sing Alike, Look Alike Lip Synch Contest

Time Activity

October 5-6	District audition and elimination round
October 7-9	Submission of entries to the Contest Focal Person at CID Office
October 14	Technical Rehearsal and critiquing- SDO Conference Hall
October 15	Grand Finals

Spoken Poetry

COMPONENT AREA	Literary Contest	
PARTICIPANTS	SDO NV TEACHERS / EMPLOYEES	
EVENT	Spoken Poetry	
NO. OF CONTESTANT/S	ONE (1) PER DISTRICT including from SDO	
VENUE	SDO CONFERENCE HALL	
DATE AND TIME	October 15, 2024 at 8:00 -12:00 AM	
TIME ALLOTMENT	Three (3) HOURS <ul style="list-style-type: none">- 1 hour to write- 1 hour to practice- 5 minutes presentation	
DESCRIPTION	ON-THE- SPOT	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	A. Message/Content <ul style="list-style-type: none">- The content of the spoken poetry illustrates, interprets, and emphasizes the theme.- The piece has a powerful and meaningful message to the audience. He/ She may use imagery to add color and capture audience's heart.	40%
	B. Delivery and Performance- <ul style="list-style-type: none">- The spoken piece is delivered as to what emotion is asked in the piece.- Connection to the audience must be established from the start.- Facial expression, hand and body gestures should emphasize the different elements of the performance.- Eye contact must pull the audience to the message of the spoken words.	30%



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	<ul style="list-style-type: none"> - Audience's attention and interest must be captured and sustained throughout the delivery. - Pronunciation and enunciation sound natural and clear. Audience can understand what is being spoken. - Words must be pronounced distinctly and correctly. Does not stutter nor stammer. -The music or background music must complement the piece. The volume of the background music or instrument must not cover the voice of the presenter. 	
	C. Originality - The piece must be an original composition of the contestant written on the spot for 1 hour .	20%
	D. Deportment -The attire must complement contestant's piece. -The voice, articulation, dramatic appropriateness, and evidence of understanding all seem on target and unified to breathe life into the piece.	10%
	Total	100%
I. Event Rules and Mechanics <ol style="list-style-type: none"> 1. The contest is open to all DepEd SDO NV teachers and employees. 2. The spoken word poetry must be an original composition. It should be written on the spot in Filipino, English or Ilocano. (The use of Taglish is not allowed). 3. The entry must illustrate, interpret, and emphasize the theme of this year's 122nd SDO NV Foundation Day Celebration-122 years of excellent service, selfless commitment and eternal love with fervor to Basic Education. 4. Each contestant shall deliver the spoken poetry piece he/she has originally written. The overall performance must not exceed four (4) minutes. 5. Sounds, instrumental or music background is allowed to complement the delivery. No deduction shall be made if the contestant chooses not to have musical background. 6. The contestants will be judged using the criteria above. 		



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Enclosure 2

**KaSing Alike, KaLook Alike
(Lip Synch challenge)**

COMPONENT AREA	PERFORMING ARTS/MUSIC	
PARTICIPANTS	SDO TEACHERS AND EMPLOYEES	
EVENT	Lip Sync Contest	
NO. OF CONTESTANT/S	ONE(1) PER DISTRICT including 1 from SDO	
VENUE	SDO CONFERENCE HALL	
DATE AND TIME	October 9, 2024 at 8:00-12:00 AM SDO Conference Hall	
TIME ALLOTMENT	3-4 MINUTES PER PERFORMANCE	
DESCRIPTION	LIP SYNCH	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	Performance	30%
	Originality and Creativity	10%
	Energy and Enthusiasm	10%
	Choreography and coordination of dance	10%
	Accuracy of Lip Syncing and artist look-alike	30%
	Costumes and Props	10%
	Total	100%
II. Event Rules and Mechanics		
a. Perform a song of a local, national or international celebrities that is fun, crowd appealing, and no more than 4 minutes long.		
b. The best songs for lip synching are upbeat tunes of famous celebrities that allow for plenty of facial expressions and exaggerated movements.		
c. Costumes and props are strongly encouraged specially it these reflect the identity and highlights of celebrity performance being imitated.		
d. Be creative with your props, costumes, choreography, etc. Remember that you are being scored on creativity and appearance, as well as your ability to lip sync.		
e. All songs and performances must be in good taste. Please keep performances PG-13: no excessive vulgar language or inappropriate exposure.		
f. Performers are responsible for their own props. This includes instruments, additional microphones, etc. Two prop microphones will be available for use, if needed.		
g. Performer must supply a high quality CD or electronic file of his/her music selection. All music is due to the Lip Sync Challenge committee by October 4, 2024. A picture of the celebrity to be imitated must also be submitted, one full body shot and 1 medium shot.		
h. All decisions by the judges are final. Rules are subject to change at the discretion of the planning committee – participants will be notified of any changes prior to the event.		



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Enclosure 3

Title: **LARO NG LAHI OR “FILIPINO TRADITIONAL GAMES”**
Venue: **(NUEVA VIZCAYA TEACHERS CAMP (SIL))**
Date of Implementation: October 17, 2024
Implementing Office: SGOD/SDO NV
Participants: Open to all SDO NV Non-Teaching Personnel

The following are the Name of Traditional Games and Mechanics:

General Mechanics:

1. All players shall be certified by the SDO NV SHNU through Dr. Ryan Christian Buccat as “fit to play”
2. The players are non-teaching personnel from the schools within the districts and SDO Nueva Vizcaya.
3. The pairings will be done by “draw lots”.
4. All players should abide with rules and mechanics of the games.

GAMES:

A. Culliot (1 Male and 1 Female per Team)

1. It is an individual game which is an opposite of dinnuron.
2. It is played by holding the bamboo pole and pushing the opponent to be able to step on the opponent's borderline.
3. No spiked footwear. Raised heels up to a maximum of ¼ inch (7mm) allowed (to be inspected).
4. Gloves may be worn.
5. Overall pull to be 12 feet and the winner is the individual to pull his/her opposition 6 feet from the mark.
6. The individual to remain on his/her feet at all times, no hand is persistently allowed on the ground apart from the anchorman who is permitted to use one hand on the ground.
7. The competitors will be reminded of the rules prior to the commitment of competition. Only the coach can consult with the judge and the judge's decision is final.
8. Prior to commencement of pull, judge will ask coaches if they are ready, then give the command 'take the strain' at this point individual may heel in, when teams are balanced, order to 'pull', is given and the tie has commenced.
9. Two warning for infringements of the rules or inappropriate behavior, including foul language, will be given. A further warning will result in disqualification.
10. The competition will commence with the command from the judge' "pick up the rope", thereupon the two teams move back until the rope is held.



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11. The competitors thumb their feet into the ground for firm hold and then lean back on the rope and the judge gives the command, "Pull" whereupon the two (2) competitors then pull with all their strength.
12. The objective is to pull with nearly straight arms and legs from as low a position as possible.
13. The length of the pull may vary but officially should be 12 feet which is measured by two (2) markers on the rope each six (6) feet from the center.
14. When either mark passes the stick placed in the ground by the judge at the central point of the rope when starting competition, the other side has won that pull.
15. Non-playing people and other spectators will stay 5 meters away from the playing or pulling area.
16. Prior to the match, the competitors are entitled to a warm-up session.
17. A player should exemplify favorable behavior and always observe proper decorum.

B. Patintero (6 Male and 6 Female players per Team)

1. This game is played between two teams, passers, and guards.
2. Passers position themselves at a starting line.
3. Guards must be positioned on the line. They cannot step inside the squares.
4. Guards can tag a passer inside the square if she/he is within reach.
5. Passers cannot stay inside the squares for more than 90 seconds.
They have to try to cross the line.
6. If a passer is caught, he/she will be eliminated.
7. Once all passers are eliminated, the group will exchange places.
8. Once a player crosses the lines and returns without getting caught, his/her team gets a point.

Goal:

- Passers are supposed to cross the lines from the starting point and back.
- Guards will prevent them from crossing the lines.
- Once one passer crosses the lines and gets back without being caught, the team gets a point.
- The team with the most number of points win.

Scoring:

- Entrance -----no points
- 2nd square.....2 pts
- 3rd square.....3 points
- 4th square.....4 points
- 5th square.....5 points



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C. Sack Race (5 Male and 5 Female players per Team)

Mechanics:

1. Have the teams form their lines and there must be 3 meters' distance from each group.
2. Give each team a sack.
3. Put a chair in front of the team at least 10 meters' distance away from them. This will serve as their point of reference.
4. The first person in each line will be the first participant of the race. The participant will step inside the sack, heads out holding the sides of the sack by his both hands.
5. Then the "GO" signal is given, they hop towards the reference point, the chair and hop back to their lines.
6. When they reach back to their lines in the team the next participants will follow doing the same procedure until all of them in the team will be able to participate.
7. The first team who will be able to finish ahead of the others will be declared the winner.

D. Tug of War (8 Male and 8 Female players per Team)

1. No spiked footwear. Raised heels up to a maximum of ¼ inch (7mm) allowed (to be inspected).
2. Gloves may be worn.
3. Overall pull to be 12 feet and the winner is the team to pull their opposition 6 feet from the mark.
4. No hand over hand pulling allowed. Team members must go back with rope when pulling.
5. Anchorman to loop rope around one shoulder to secure rope. No knot is permitted on the rope end.
6. All team members to remain on their feet at all times, no hands are persistently allowed on the ground apart from the anchorman who is permitted to use one hand on the ground.
7. Teams through coaches or captains will be reminded of the rules prior to the commitment of competition. Only coaches can consult with the judge and the judge's decision is final.
8. A team member is permitted to pull for only one team during a competition.
9. Direction of pull will be decided by toss of coin.
10. Prior to commencement of pull, judge will ask coaches if they are ready, then give the command 'take the strain' at this point team members may heel in, when teams are balanced, order to 'pull', is given and the tie has commenced.
11. Teams will leave area of competition during ties in which they are not involved.



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12. Two warning for infringements of the rules or inappropriate behavior, including foul language, will be given. A further warning will result in disqualification.
13. The coach will encourage the team to pull as and when required dependent on the opposing team actions. The coach must be very alert to keep his team fully aware of the moves intended or to just hold awaiting the correct time to make a move.
14. The competition will commence with the command from the judge' "pick up the rope", thereupon the two teams move back until the rope is taught and the judge inserts the marker flag opposite the central marker on the rope.
15. The teams thumb their feet into the ground for firm hold and then lean back on the rope and the judge gives the command, "Pull" whereupon the two (2) teams then pull with all their strength.
16. The objective is to pull with nearly straight arms and legs from as low a position as possible with all members of the team in unison.
17. The length of the pull may vary but officially should be 12 feet which is measured by two (2) markers on the rope each six (6) feet from the center.
18. When either mark passes the stick placed in the ground by the judge at the central point of the rope when starting competition, the other side has won that pull.
19. Non-playing team members and other spectators will stay 5 meters away from the playing or pulling area.

E. Dinnuron (3 Male and 3 Female players per Team)

1. It is team game similar to tug of war or culliot. Instead of a rope, a bamboo pole is used. And instead of pulling the opponent, the players push the bamboo pole to the side of the adversary.
2. It is played by holding the bamboo pole and pushing the opponent to be able to step on the opponent's borderline
3. No spiked footwear. Raised heels up to a maximum of ¼ inch (7mm) allowed (to be inspected).
4. Gloves may be worn.
5. Overall pull to be 12 feet and the winner is the team to push their opposition 6 feet from the mark.
6. No hand over hand pushing allowed. Team members must go back with bamboo when pushing.
7. All team members to remain on their feet at all times, no hands are persistently allowed on the ground apart from the anchorman who is permitted to use one hand on the ground.
8. Teams through coaches or captains will be reminded of the rules prior to the commitment of competition. Only coaches can consult with the judge and the judge's decision is final.
9. A team member is permitted to push for only one team during a competition.



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10. The team that will hold the thinner end of the bamboo in the first game shall hold the thicker end of the bamboo in the second game.
11. If there is a tie after second game, a tossing of coin will determine which team will hold the thicker end of the bamboo.
12. Prior to commencement of push, judge will ask coaches if they are ready, then give the command 'take the bamboo' at this point team members may heel in, when teams are balanced, order to 'push', is given and the tie has commenced.
13. Teams will leave area of competition during ties in which they are not involved.
14. Two warning for infringements of the rules or inappropriate behavior, including foul language, will be given. A further warning will result in disqualification.
15. The coach will encourage the team to push as and when required dependent on the opposing team actions. The coach must be very alert to keep his team fully aware of the moves intended or to just hold awaiting the correct time to make a move.
16. The competition will commence with the command from the judge' "pick up the bamboo", thereupon the two teams move back until the bamboo is lifted and the judge ties a rope on the center bamboo.
17. The teams thumb their feet into the ground for firm hold and then lean back on the rope and the judge gives the command, "Push" whereupon the two (2) teams then push with all their strength.
18. The objective is to push with nearly straight arms and legs from as low a position as possible with all members of the team in unison.
19. The length of the push may vary but officially should be 12 feet which is measured by two (2) markers on the bamboo each six (6) feet from the center.
20. When either mark passes the stick placed in the ground by the judge at the central point of the bamboo when starting competition, the other side has won that push.
21. Non-playing team members and other spectators will stay 5 meters away from the playing or pulling area.

F. Kadang-Kadang Race Relay (5 Male and 5 Female players per Team)

1. The team should provide **1 pair of kadang-kadang material.**
2. At the signal of the officiating official, the player at the start of the row runs on his/her kadang-kadang toward the goal line.
3. The player runs the twenty-five (25) meters distance through the kadang-kadang from the starting line to the end line and move around a monobloc chair then go back to the starting line then he/she will tap the hand of the next player who will run and the other successive players respectively.
4. Failure to tap the hand of the next pair will disqualify the team.
5. The last player in the team who crosses the finish line first will be declared as the winner.



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G. Chinese Garter (Male and Female player per Team)

Two people hold both ends of a stretched garter horizontally while the others attempt to cross over it. The goal is to cross without having tripped on the garter. With each round, the garter's height is made higher than the previous round (the game starts with the garter at ankle-level, followed by knee-level, until the garter is positioned above the head). The higher rounds demand dexterity, and the players generally leap with their feet first in the air, so their feet cross over the garter, and they end up landing on the other side. Also, with the higher levels, doing cartwheels to "cross" the garter is allowed.

How to play the game:

1. Throw the stone on the marked area. Try to aim for number five. The player whose stone is nearest to the number five is the first to play and the stone furthest is the last one.
2. The first player will throw the stone at the first box. Then, he will jump across the area without stepping in the first box.
3. Before he returns, he should pick up his stone, still, without jumping on the first box.
4. It's the next player's turn. He will only do what the first player did.
5. After all players get to turn. The first player will now throw his stone on the second box and repeat the procedure, now not stepping on the second box.
6. If a player steps on a line, they stop and let the next player try. They have to wait until their next turn to try again.
7. The first player to reach the last box wins.

H. Piko or Hopscotch

Piko is all about hopping, balancing, and a touch of strategy. Here's how it goes:

1. **Setting Up the Playing Space:**
 - o Draw a big image on the ground, usually filled with box-like shapes. These boxes serve as your stepping stones.
 - o The arrangement of the boxes can vary, but there are typically nine of them. Some are rectangular, some divided in half, and there's even a curved one. Each box is labeled with a number.
2. **Determining Who Plays First:**
 - o Imagine a string line drawn across the fifth box.
 - o Each player tosses their **pamato** (a small stone or cueball) toward this line.
 - o The player whose **pamato** lands closest to the string line gets the honor of going first.



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3. **Taking Your Turn:**

- When it's your turn, you'll toss your **pamato** into the first box.
- Then, channel your inner graceful flamingo and hop on one foot into the next box. You can use either leg, but stick with the same leg throughout your turn.
- If you successfully land in the next box, pick up your **pamato** and toss it into that box.
- Keep hopping and tossing until you reach the topmost box.
- The goal? To complete the entire sequence without missing a step or losing your balance.

4. **Winning the Game:**

- The first player to finish the entire sequence wins!



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Enclosure 4

Timeline for the Promotional Video Contest

Oct. 30, 2024	- Deadline of Submission
Oct. 31-Nov. 30, 2024	- Posting of Promotional Videos at the AHA BestKaya FB Page
Dec. 2, 2024	- Validation of the TOP 5 Most Number of Heart Reactions
Dec. 3, 2024 (AM)	- Screening of the remaining entries to determine the additional 5 entries
Dec. 4, 2024 (PM)	- Judging of the TOP 10 Finalists
TBA	- Awarding of Winners

Promotional Video Contest

COMPONENT AREA	Media Arts Contest	
PARTICIPANTS	SDO MAIN and 23 DISTRICTS	
EVENT	Promotional Video Contest	
NO. OF CONTESTANT/S	ONE (1) PER DISTRICT and 1 from SDO Main Office	
VENUE	SDO CONFERENCE HALL/ LRMS	
DATE AND TIME	October 15, 2024 – December 6, 2024	
TIME ALLOTMENT	2 to 3 minutes	
DESCRIPTION	All public and private schools within the districts may be featured in the video, highlighting their accomplishments, best features (tourist attractions), learners' and teachers' active engagement in school, and in the community.	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	A. Relevance/Content - Entries must show footages aligned with the 122nd Founding Anniversary theme "DepEd SDO NV: 122 Years of Excellent Services, Selfless Commitment, and Eternal Love with Fervor to Basic Education."	40%
	B. Creativity and Originality - The video footages must be original and were not used to any video promotions nor uploaded in any social media platforms. - The video was produced creatively without sacrificing the message and concept.	35%
	C. Audio and Video Quality - Appropriate lighting, framing, camera angle, composition; colors, space, and media were applied. - Sound quality is evident - Clean edits - Special effects were applied	25%
	Total	100%



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Event Rules and Mechanics

- I. The contest is open to all the 23 Districts and the SDO main office the SDO Nueva Vizcaya.
- II. All public and private schools within the districts may be featured in the video, highlighting their accomplishments, best features (tourist attractions), learners' and teachers' active engagement in school, and in the community; while the SDO main office shall feature the home-grown PAPs, major accomplishments, and other SDO features.
- III. Entries must show original footage. Music should be free from copyright.
- IV. The video content can be through vlog or documentary. Language to be used must be in English/Filipino or local dialect with English subtitle.
- V. The length of the video must be 2 minutes for main office and districts with less than 18 schools and 3 minutes for districts with 19 and above schools. It must be submitted in digital format (mp4, mov, or wmv) with at least 720p resolution, and on landscape orientation.
- VI. Each district shall submit one (1) entry only and 1 entry from the SDO main office. Entries must not have been used and/or entered in any other competition or published in any media and posted online for whatever purpose, prior to the start and during the competition.
- VII. Entries must be submitted to the official online submission platform: <https://bit.ly/PromotionalVideoContest2024> on or before October 15, 2024, 12:00 MN, with the Name of the District as file name.
- VIII. Entries will be uploaded to the Official Facebook page of SDO Nueva Vizcaya (AHA BestKaya). The videos will be posted at 1:00 PM on October 16, 2024, until 12:00 MN of November 30, 2024.
- IX. The **TOP 5** video entries which receive the most number of "heart" reactions will automatically be included in the **TOP 10 Finalists** to be judged during the SDO's 122nd Founding Anniversary. The remaining 5 entries shall be selected following the set criteria.
- X. The same criteria shall be used to judge the winners from the Top 10 Finalists.
- XI. The decision of the organizing committee and the Board of Judges is final and irrevocable.
- XII. By submitting an entry, the participants shall agree to allow the Organizing Committee or the SDO to reproduce, distribute, display, and create derivative works of the winning or non-winning entries for educational and promotional purposes in any media platform at any time.
- XIII. Certificate of Recognition and cash Prizes await for the winners.



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Enclosure 5

Title: **" SPORTFEST"**

Venue:

1. Badminton- NVGCHS Gym
2. Chess- SDO Conference Hall
3. Retro Dance- SDO Conference Hall

Date of Implementation:

1. Badminton- September 23, 2024
2. Chess- September 23, 2024
3. Retro Dance- September 30

Implementing Office:

SGOD/SDO NV

Participants:

Open to all SDO NV Non-Teaching Personnel

The following are the Sports fest and its Mechanics:

General Mechanics:

1. All players shall be certified by the SDO NV SHNU through Dr. Ryan Christian Buccat as "fit to play "or to their respective RHU's to those players coming from the District using the CAVRAA medical form for coaches.
2. The players are non-teaching personnel from the schools within the districts and SDO Nueva Vizcaya.
3. The pairings will be done by "draw lots".
4. The game shall be on a knock out game per entry
5. All players should abide with the rules and mechanics of the games.

GAMES:

A. Badminton (single Team)

Mechanics:

1. It is an individual single team game.
2. It is played by using badminton net in an opposite half court
3. No spiked footwear Rubber shoes is allowed
4. Short pan and t- shirt shall be used during the actual competition in any color or using their school jersey.
5. Scoring shall commence when the shuttle cock ball was not able to returned to the serving competitors.
6. No scoring when the shuttle cock ball falls on the line or outside the playing court.
7. The competitors will be reminded of the rules prior to the commitment of competition. Only the coach can consult with the judge and the judge's decision is final.
8. Two warning for infringements of the rules or inappropriate behavior, including foul language, will be given. A further warning will result in disqualification.



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9. The competition will commence with the command from the judge's signals to start.
10. Non-playing people and other spectators will stay 5 meters away from the playing or pulling area.
11. Prior to the match, the competitors are entitled to a warm-up session.
12. All players shall observe sportsmanship at all levels of competition.

B. Badminton (2 teams)

Mechanics:

1. It is a double team game.
2. It is played by using badminton net in a opposite half court
3. No spiked footwear Rubber shoes is allowed
4. Short pan and t- shirt shall be used during the actual competition in any color or using their school jersey
5. Scoring shall commence when the shuttle cock ball was not able to returned to the serving competitors.
6. No scoring when the ball falls on the line or outside the playing court.
7. The competitors will be reminded of the rules prior to the commitment of competition. Only the coach can consult with the judge and the judge's decision is final.
8. Two warning for infringements of the rules or inappropriate behavior, including foul language, will be given. A further warning will result in disqualification.
9. The competition will commence with the command from the judge's signals to start.
10. Non-playing people and other spectators will stay 5 meters away from the playing or pulling area.
11. Prior to the match, the competitors are entitled to a warm-up session.
12. All players shall observe sportsmanship at all levels of competition.

C. Chess

Mechanics:

1. Have the competing team played on the chess board.
2. Each team will start the game upon the signal of the referee.
3. Declaration of winners shall be on a knock down competition and the championship game shall be played "winners vs. winners" with no losses.
4. No time limit in each game
5. All players shall observe sportsmanship at all levels of competition.

D. RETRO DANCE COMPETITION

Mechanics:

1. It is a team game comprises of 6 team players.
2. It is played by wearing retro year 1970 attire
3. Retro 1970 music shall be played during the competition at their choice



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4. All competing teams shall play in a maximum of 10 minutes
5. It is the key entries of the competing team to use props that is designed in their presentation using simple materials that is easy to use and eco-friendly.

Criteria for judging

1. 60%- 1970 attire and props relevant to the music
2. 10%- synchronized and gracefulness in dancing
3. 30%- overall impact and maximum team participations



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Enclosure 6

TECHNO SIGLATAN 2024 IN COMMEMORATION WITH THE 122nd FOUNDING
ANNIVERSARY OF SDO NUEVA VIZCAYA

Component Area	Agri Fishery Arts	
Event Title	<i>Landscape Installation and Maintenance</i>	
Participants	2 male or female Non-teaching Personnel per District	
Time Allotment	4 Hours	
Venue	Nueva Vizcaya Teachers Camp	
Description	The two Participants will perform any process of landscaping, planting a maximum of 20 kinds of ornamental plants including grasses combined with at maximum of 4 accessories like pebbles, rocks, drift woods, miniatures and stones artistically arranged. Electric generated gadgets like water falls, fountains etc. are not allowed as accessories. All materials, tools and Personal Protective Equipment (PPE) shall be provided by the participants	
Criteria for Presentation	Criteria	Percentage
	Arrangement of plants and accessories	40
	Process use in landscaping	30
	Proper use of tools and Equipment	10
	Proper use of PPE	10
	Speed	10
	Total	100
Event Rules and Mechanics	<ol style="list-style-type: none">1. Participants should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed.2. The contest administrator will give the final instructions incorporating any agreements made if ever.3. All materials, tools and equipment shall be provided by the participants.4. Participants will apply any process or style in landscaping.5. After completing the four hours the participants will submit their output to the Contest Administrator for judging.	
Tools and Materials	Materials: <ol style="list-style-type: none">1. Sandy Loam2. Assorted Accessories maximum of 4 kinds (Peebles, Rocks, Stones, drift wood, miniatures)3. Assorted Plants (maximum of 20 kinds)4. Grasses Tools: <ol style="list-style-type: none">1. Shovel	



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	2. Wheel barrow 3. Bolo 4. Sprayer 5. Gardening tools Appropriate PPE
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Component Area	Family and Consumer Science (Home Economics)	
Event Title	<i>Cook Fest – Exotic food</i>	
Participants	2 male Non-Teaching Personnel	
Time Allotment	4 Hours	
Venue	Nueva Vizcaya Teachers Camp	
Description	The two participants will prepare the menu for the raw materials and ingredients in their custody. Cooking in any style or process will be done for a maximum of four hours shall be performed by the participants. Processed food shall be displayed for judging.	
Criteria for Presentation	Criteria	Percentage
	CREATIVITY AND INNOVATION <ul style="list-style-type: none"> • Originality of presentation • Taste and palatability • Combination of materials • Additional use 	40
	PROCESS <ul style="list-style-type: none"> • Use of appropriate tools, materials and equipment • Methods and workmanship • Safety work habits and housekeeping • Proper use of PPE 	40
	SPEED <ul style="list-style-type: none"> • Wise use of time 	10
	COMMUNICATION SKILLS <ul style="list-style-type: none"> • Fluency of oral communication • Flow of thoughts 	10
	Total	100
Event Rules and Mechanics	1. Participants should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed. 2. The contest administrator will give the final instructions incorporating any agreements made if ever. 3. All materials, tools and equipment shall be provided by the participants. 4. Participants will apply any process or style in cooking.	



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	5. After completing the four hours the participants will submit their output to the Contest Administrator for judging.
Tools and Materials	Materials: 1. Raw food for cooking 2. Ingredients 3. Cooking paraphernalia Tools/Equipment 1. Cooking utensils 2. Stove 3. Appropriate PPE

Component Area	Family and Consumer Science (Home Economics)	
Event Title	<i>Skirting</i>	
Participants	2 male Non-teaching Personnel per District	
Time Allotment	4 Hours	
Venue	Nueva Vizcaya Teachers Camp	
Description	Using the desired size of fabric and other materials needed in skirting, the two Participants will perform any process or technique in skirting. All materials, tools, and Personal Protective Equipment (PPE) shall be provided by the participants.	
Criteria for Presentation	Criteria	Percentage
	Degree of difficulty	40
	Overall impact / appearance	20
	Neatness	10
	Durability and stability	10
	Accuracy and correctness	10
	Speed	5
	Proper use of PPE	5
	Total	100
Event Rules and Mechanics	1. Each team shall consist of two male Non-teaching personnel per district wearing any Food and Beverage Services attire. 2. Participants should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed. 3. The contest administrator will give the final instructions incorporating any agreements made if ever. 4. All materials, tools and equipment shall be provided by the participants. 5. Participants will apply any process or style in skirting.	



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	6. After completing the four hours the participants will submit their output to the Contest Administrator for judging.
Tools and Materials	Materials: 1. Fabric (satin) 2. Pillow pin Tools: 1. Measuring tape Appropriate PPE

Component Area	Industrial Arts	
Event Title	<i>Bangkito Making</i>	
Participants	2 female Non-teaching Personnel per District	
Time Allotment	3 Hours	
Venue	Nueva Vizcaya Teachers Camp	
Description	Using the materials provided by the participants, they will cut the lumber with the proper specifications using the measuring tools and cross cut saw. Assemble the bangkito. All materials, tools and Personal Protective Equipment (PPE) shall be provided by the participants.	
Criteria for Presentation	Criteria	Percentage
	Workmanship	40
	Correct specifications	30
	Proper use of tools and Equipment	10
	Proper use of PPE	10
	Speed	10
	Total	100
Event Rules and Mechanics	1. Participants should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed. 2. The contest administrator will give the final instructions incorporating any agreements made if ever. 3. All materials, tools and equipment shall be provided by the participants. 4. Participants will apply any process or style in Carpentry. 5. After completing the four hours the participants will submit their output to the Contest Administrator for judging.	
Tools and Materials	Materials: 1. 1 pc- 1"x5"x 24" lumber (four sides are planed) 2. 8 pcs- 2" common wood nails 3. 1 pc sand paper # 100 Tools:	



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	2. Multi Tester Appropriate PPE	
Component Area	Information and Communication Technology	
Event Title	Visual Graphics Design NC III 1. Developing Designs for a Logo 2. Developing Designs for Print Media	
Participants	1 Non-Teaching Personnel per district	
Time Allotment	4 Hours	
Venue	SDO Conference Hall	
Description	The participant will develop designs for a logo and print media using the laptop/PC and computer software	
Criteria for Presentation	Criteria	Percentage
	Creativity	25
	Cleanliness	20
	Originality	25
	Relevance to the theme	15
	Overall Design	15
	TOTAL	100
Event Rules and Mechanics	<ol style="list-style-type: none"> Participants should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed. The contest Administrator will give the final instructions incorporating any agreements made if ever. All Tools, materials, and equipment shall be provided by the participants, but the images that will be used for the Developing Designs for Print Media will be provided by the contest administrator. After completing the four hours the participants will submit their output to the contest administrator for judging. 	
Tools and Materials	Materials: 1 Laptop/Computer Software: Adobe products, CorelDraw Products Note: Use of Canva is not permitted	



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	1. Push pull rule 2. Cross cut saw 3. Claw hammer 4. Try square Appropriate PPE
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Component Area	Industrial Arts	
Event Title	<i>Extension cord with switch making</i>	
Participants	1 Female Non-teaching Personnel per District	
Time Allotment	2 Hours	
Venue	Nueva Vizcaya Teachers Camp	
Description	Using the materials listed below, the participant will assemble an extension cord with switch as means of control. All materials, tools and Personal Protective Equipment (PPE) shall be provided by the participant.	
Criteria for Presentation	Criteria	Percentage
	Quality of the output	40
	Functionality	10
	Process use in making extension wire	20
	Proper use of tools and Equipment	10
	Proper use of PPE	10
	Speed	10
	Total	100
Event Rules and Mechanics	1. The participant should be at the Venue 1 hour before the start of the contest to prepare all the materials and tools needed. 2. The contest administrator will give the final instructions incorporating any agreements made if ever. 3. All materials, tools and equipment shall be provided by the participant. 4. The participant will apply any process or style in making extension cord with switch. 5. After completing the 1 hour, the participant will submit her output to the Contest Administrator for judging.	
Tools and Materials	Materials: 1. 4 mtrs # 16 stranded wire 2. 1 pc surface type utility box 3. 1 pc single pole switch 4. 2 pcs convenience outlet 5. 1 set 3-gang plate 6. 1 pc male plug (15A) Tools: 1. Electrical tools	



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Enclosure 7

Guidelines and Mechanics for the Teacher-Learner with Disability Tandem On-the-Spot Painting Contest

I. General Guidelines

1. Theme: The theme of the painting contest is "Celebrating 122 Years of Excellence: The Schools Division Office of Nueva Vizcaya". Participants are encouraged to express their creativity and artistic vision through interpretations of the theme.
2. Participants: - Teacher-Learner Tandem: The contest is open to teacher-learner pairs, where the learner has a disability and has undergone formal assessment.

Categories:

Elementary Level: Learners aged 5-14 years' old

Secondary Level: Learners aged 16-24 years' old

3. Eligibility: The contest is open to all public schools within the Schools Division Office of Nueva Vizcaya.
4. Originality: The artwork must be an original artistic creation of the participating artist (teacher and learner with disability).
5. Materials: Participants must provide their own easel board and art materials, which will be funded by their respective schools. MOOE.
6. Medium: The following mediums are allowed: - Acrylic - Oil - Watercolor - Pastels - Crayons - Colored Pencils - Ink - Charcoal - Mixed Media (combination of any of the above)
7. Time Limit: The artwork must be finished within a 4-hour time limit
8. Submission: - Artwork must be submitted at the end of the 4-hour time limit. Artwork must be properly labeled with the following information:
-Category (Elementary or Secondary)
-Title of the Artwork
9. Judging Criteria:
- Theme Interpretation (40%) - How well the artwork reflects the theme of the contest.
- Creativity and Originality (30%)
- Technical Skill (20%)
- Artistic Expression (10%)
Awards: - The following awards shall be given:
1st Place
2nd Place
3rd Place



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Special awards

- Best Collaboration Award
- Most Creative Expression
- Audience Choice Award

10. Announcement of Winners: Winners will be announced through a Division memorandum.

II. Mechanics

1. Registration: - Teachers and learners with disabilities interested in participating must register by October 4, 2024 through a google link to be forwarded to the District Heads/District Stewards.
2. Contest Day: - Participants must report to the contest venue on November 8, 2024 at 8AM. Participants will be provided with a designated workspace.
 - The contest will begin at 9:00 AM and will last for 4 hours.
 - No identifying marks (e.g., names, school logos) will be allowed to appear on the artwork.
 - The name of the artists (learner with disability or teacher) must not appear on the entry.
3. Judging: A panel of qualified judges will evaluate the submitted artwork based on the judging criteria. Judges' decisions will be final and binding.
4. Awarding Ceremony: - The awarding ceremony will be announced through a memorandum.



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Enclosure 8

Guidelines in Quartet Signing Contest

1. Eligibility and Registration

- a. Only one entry per district is accepted.
- b. The participants to this contest are composed of school heads (either Elementary or Secondary) and non-teaching personnel in the district.
- c. The contest is for amateur or professional quartets.
- d. All entries shall be submitted personally to the SDO NV Record section:

DepEd SDO Quartet Singing Competition
Quartet Singing Secretariat

Attention: Macrino Raymundo, EPS
Quartet Singing Focal Person

2. Rules and Regulations

- a. Contestants will choose their own song.
- b. Song choice shall be performed in 3-5 minutes.
- c. The song choice shall be sang in acapella.
- d. Contestants are advised to record their song to be saved in MPEG-3 format.
- e. Top 5 performers shall be qualified in the finals.
- f. Deadline of submission of entries shall be on November 18, 2024.

3. Scoring Criteria

Vocal Quality (pitch, tone, blend, and overall sound)- 30%

Harmony (balance of harmonies)- 25%

Technical Skill (dynamics, articulation, and control)- 25%

Stage Presence (charisma, engagement with the audience, and overall performance)- 20%



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ENTRY FORM

SDO NV March Writing Contest

Details of the Composer

Names: _____
School Address: _____
District: _____
Email Addresses: _____
CP Number: _____

Details of the Song

Title of the Song: _____
USB labeled as: _____
Content of the USB: (wav, mp3 formats) _____



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