



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OFFICE OF NUEVA VIZCAYA

October 28, 2026

DIVISION MEMORANDUM

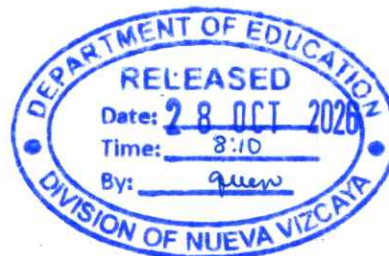
No. 437, s. 2026

MARCH SONGWRITING CONTEST IN CELEBRATION OF 124TH FOUNDING ANNIVERSARY OF THE SCHOOLS DIVISION OFFICE OF NUEVA VIZCAYA

To: Assistant Schools Division Superintendent
Chief ES, Curriculum Implementation Division
Chief ES, School Governance and Operations Division
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. 388, s. 2026 entitled “124th Founding Anniversary of Schools Division Office of Nueva Vizcaya”, please be informed of the inclusion of the guidelines on the conduct of **March Songwriting Contest**.
2. Details of this activity are specified and explained in the attached guidelines.
3. All other provisions in the original memorandum remain unchanged.
4. For information, guidance, and wide dissemination to all concerned.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
10-2026-785





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SCHOOLS DIVISION OFFICE OF NUEVA VIZCAYA

GUIDELINES FOR THE DIVISION MARCH SONGWRITING CONTEST

I. RATIONALE

A march song is a musical expression of unity, discipline, pride, commitment, and collective purpose. Through its steady rhythm, powerful melody, and inspiring lyrics, a march song can strengthen organizational identity and foster a shared sense of belonging among members of the education community.

The Schools Division Office of Nueva Vizcaya shall conduct a Division March Songwriting Contest to encourage the creation of an original march that reflects the Division's vision, mission, core values, achievements, and commitment to quality and inclusive education.

The winning composition may serve as an inspirational musical piece for appropriate Division ceremonies, official gatherings, and other activities, subject to the approval of the Schools Division Superintendent and the necessary permissions of the composer.

II. OBJECTIVES

The contest aims to:

1. Produce an original march song that represents the identity, aspirations, and collective commitment of the Schools Division Office of Nueva Vizcaya.
2. Promote unity, discipline, excellence, integrity, and pride among education personnel and stakeholders.
3. Encourage creativity and musical excellence in composing lyrics and melodies appropriate to the march genre.
4. Discover and recognize songwriting talents among qualified participants.
5. Develop a memorable musical composition suitable for official ceremonies, gatherings, and Division events.



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III. THEME

Suggested theme:

124th Founding Anniversary on December 4-8, 2026 with the theme "Reframing Collaboration and Partnership for Sustainable Supremacy and Excellence In SDO-NV"

"One Division, One Mission: Marching Together Toward Educational Excellence."

The lyrics must express the unity, dedication, professionalism, and shared responsibility of the SDO Nueva Vizcaya education community in providing quality education and nurturing successful learners.

IV. ELIGIBILITY

1. The contest shall be open to qualified teaching and non-teaching personnel, school heads, and other participants authorized by the Division Organizing Committee.
2. Entries may be composed by an individual or a team of not more than three composers.
3. Each school or participating office may submit one official entry, subject to the final mechanics.
4. A composer may collaborate with a separate vocalist, instrumentalist, or arranger, as permitted by the organizers.
5. All submitted compositions must be original and created by the declared composer or composing team.

V. TECHNICAL REQUIREMENTS

Each composition must meet the following requirements:

1. **Genre:** March song, characterized by a steady, regular marching pulse and a strong, inspiring melody.
2. **Tempo:** Recommended range of 100–120 beats per minute (BPM), allowing flexibility for an effective and dignified march.
3. **Time signature:** Preferably 2/4 or 4/4, consistent with the intended marching character.
4. **Duration:** Three (3) to four (4) minutes, including introduction and ending.
5. **Lyrics:** Must reflect the Division's identity, educational mission, unity, service, and commitment to excellence.
6. **Language:** Filipino, English, or a combination of Filipino and English may be used. Other local languages may be incorporated when appropriate to the message.



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7. **Musical structure:** The song should have a clear introduction, verses, a memorable chorus or refrain, and a strong, conclusive ending.
8. **Instrumentation:** Brass, percussion, woodwinds, keyboard, guitar, or digital orchestration may be used, provided that the resulting composition retains the characteristics of a march.
9. **Singability:** The melody must be accessible to group singing by teachers, school personnel, and other members of the Division community.
10. **Originality:** The lyrics, melody, and arrangement must not unlawfully copy or reproduce another copyrighted composition.

VI. SUBMISSION REQUIREMENTS

Each entry must include:

1. Accomplished official entry form.
2. Complete lyrics.
3. Audio demo in MP3 or MP4 format.
4. (optional) Musical score, lead sheet, or chord chart, including the melody and chords.
5. A brief explanation of the song's message and musical concept.
6. Signed declaration of originality and authorship.
7. Required consent documents for minor participants, if applicable.

Entries must be submitted to the on or before the deadline specified in the official memorandum.

VII. CONTEST MECHANICS

1. The Secretariat shall receive and verify all entries for compliance with the submission requirements.
2. A screening committee may evaluate the demos and identify finalists for the live competition.
3. Finalists shall perform their original march songs before the Board of Judges.
4. Performances may use live instrumental accompaniment or an approved instrumental backing track.
5. Pre-recorded lead vocals shall not be permitted during the live performance.
6. The performance must retain the essential characteristics of a march song.
7. The organizers shall provide the performance schedule and announce the available technical facilities.
8. Finalists shall not alter the essential lyrics or melody of their submitted entries without prior approval from the organizers.



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VIII. JUDGING CRITERIA

Criteria	Percentage
Adherence to the March Genre	25%
Originality and Musical Composition	20%
Relevance and Meaning of Lyrics	20%
Melodic Strength and Singability	15%
Rhythmic Precision and Structural Coherence	10%
Overall Impact and Suitability for Division Use	10%
TOTAL	100%

Basis for evaluation:

- **Adherence to the March Genre (25%)** – Consistent marching pulse, appropriate tempo, rhythmic drive, and dignified or inspiring character.
- **Originality and Musical Composition (20%)** – Uniqueness of melody, harmonic treatment, and musical ideas.
- **Relevance and Meaning of Lyrics (20%)** – Clear representation of the Division's identity, mission, and aspirations.
- **Melodic Strength and Singability (15%)** – Memorable melody, comfortable vocal range, and suitability for group singing.
- **Rhythmic Precision and Structural Coherence (10%)** – Consistent meter, organized sections, and a well-developed musical structure.
- **Overall Impact and Suitability for Division Use (10%)** – Ability to inspire pride, unity, and enthusiasm during official gatherings.
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IX. BOARD OF JUDGES

1. The Board shall consist of three (3) to five (5) qualified individuals with expertise in music education, composition, conducting, band performance, or related fields.
2. Judges shall evaluate all entries using the approved score sheet.
3. Judges must disclose any conflict of interest involving a contestant.
4. The Tabulation Committee shall consolidate and verify the scores.
5. In case of a tie, the higher score in Adherence to the March Genre shall prevail, followed by Originality and Musical Composition.
6. The decision of the Board of Judges shall be final, subject to applicable contest procedures.



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X. AWARDS

The following awards may be conferred, subject to approval and availability of funds:

- Champion – Best Original Division March Song
- First Runner-Up
- Second Runner-Up
- Special Award for Best Lyrics, if approved by the organizers

Certificates, trophies, cash prizes, or other appropriate recognition may be provided to the winners.

XI. COPYRIGHT AND USE OF THE WINNING COMPOSITION

1. The composer or composing team shall retain the rights to the original composition, subject to applicable intellectual property laws and any separate written agreement.
2. The Division may document and share contest performances for noncommercial educational and promotional purposes, subject to appropriate consent and permissions.
3. Adoption of the winning entry as the official SDO Nueva Vizcaya March shall require approval by the Schools Division Superintendent.
4. Any assignment of copyright, exclusive ownership, commercial use, or other transfer of rights shall be covered by a separate written agreement.
5. The composer or composing team shall be properly acknowledged in accordance with the agreed terms.
- 6.

XII. IMPLEMENTING COMMITTEE

The Division shall designate committees responsible for:

1. Overall management and supervision.
2. Registration and submission of entries.
3. Technical screening and compliance verification.
4. Judging and score tabulation.
5. Program management and technical production.
6. Awards, documentation, and post-contest reporting.



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XIII. FINAL PROVISIONS

All participants shall observe the rules of fairness, originality, professionalism, and respect for intellectual property rights.

The Division Organizing Committee shall address matters

ROGER S. SEBASTIAN PhD
EPS- Filipino