



Department of Education
Region X-Northern Mindanao
Division of Misamis Oriental
Del Pilar-Velez St., Cagayan de Oro City
website: www.depedmisor.net
Contact numbers (08822)724615, (088)8564454



August 15, 2016

DIVISION MEMORANDUM

No. 255, s. 2016

Regional Celebration of World Teachers' Day

To : **Education Program Supervisors**
Public Schools District Supervisors/In-charge
Elem/Sec/SHS School Heads
All Teachers
This Division

1. Enclosed is a copy of Regional Memorandum No. 175 s. 2016 from the Office of the Regional Director, Region X dated August 1, 2016 re: Regional Celebration of World Teachers' Day on October 5, 2016 to be held at Limketkai Atrium, Limketkai Center, Cagayan de Oro City.
2. Immediate dissemination of this Memorandum is highly enjoined.

CLL/mdb


CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent



August 1, 2016

Regional Memorandum

No. 175 s. 2016

DepEd
Cagayan de Oro City


09 AUG 2016
5235

RELEASED

Regional Celebration of World Teachers' Day

To: **Schools Division Superintendents**
This Region

1. Pursuant to Presidential Proclamation No. 242 entitled *Declaring the Period from September 5 to October 5 of Every Year as "National Teachers' Month"*, this Region is going to hold a regional culmination of the month-long activities on October 5, 2016 which is the World Teachers' Day (WTD), to be held at Limketkai Atrium, Limketkai Center, Cagayan de Oro City.
2. The celebration aims to:
 - a. honor those who are in the teaching profession;
 - b. revitalize the image of and respect for teaching as a vocation by increasing public awareness on the value of teachers in the Philippine society;
 - c. take the occasion as an opportunity in building the image of teaching as an attractive and fulfilling profession; and
 - e. generate widespread support and assistance for teachers.
3. Regional activities shall include Awarding of Winners in the Search for Outstanding Teacher (I, II, III) and Master Teacher (I, II,) for both elementary and junior high school levels, ALS Teacher, Mobile Teacher, Multigrade Teacher, Kindergarten Teacher, Special Education Teacher; Dance Contest (Hip Hop, Retro and Ballroom); Grand Showdown of street parade by the 14 Divisions in their festival presentation; and Electronic Raffle
4. Included in this memorandum are the guidelines and mechanics in the different activities and contests with the corresponding assigned functional divisions in the Regional Office for references.
5. All expenses relative to the conduct of the celebration shall be charged against local funds or any other source of funds subject to the usual accounting and auditing rules and procedures.
6. Immediate dissemination of this Memorandum is desired.


ALLAN G. FARNAZO
Regional Director

Encl.: As stated

To be indicated in the Perpetual Index
under the following subjects

programs projects celebrations teachers



2016 Search for Outstanding Teacher
c/o Office of the Quality Assurance Division (QAD)
DepEd Regional Office X
Contact Number – (08822) 714576

OBJECTIVES

The Search for Outstanding Teacher, Master Teacher, Head Teacher, Principal and Public Schools District Supervisor and Education Program Supervisor is an annual exercise to commend and reward teachers and school heads who demonstrate excellence in the work of an education professional. The DepEd Regional Office aims to :

1. Promote recognition, respect and appreciation of teachers;
2. Stimulate interest in teaching as a career; and
3. Promote quality teaching and enhance teacher professionalism.

The qualities of being an outstanding are manifold and the most important qualities are passion, leadership, classroom management, and content knowledge.

Among those qualities that can be attributed by educators, we strongly believe that passion, leadership, classroom management, and knowledge of content are conducive to becoming highly efficient and effective. Teachers are effective, thus it enables students to reach their goals and realize their potential. Ultimately, effective teachers have the ability to influence students in schools and within communities; this is where leadership skills and determination manifest.

II. WHO ARE ELIGIBLE TO JOIN?

A. Teacher Category

The nominee

1. Must be a model of morality and integrity both in public and private life;
2. Must have good human relations in the school and in the community;
3. Must be a Filipino citizen teaching in the elementary or secondary levels, or handling classes under the alternative learning system, with full-time or permanent appointment and full teaching load;
4. Must have been teaching in the present school/station at least for the last two years. However, for the Outstanding Master Teacher, he/she may not necessarily be teaching in the present station for the past three years for as long as he/she has been a master teacher for the past three years.
5. Must have Very Satisfactory performance ratings or Proficient for the last two (2) years.
6. Must have not been found guilty of any administrative or criminal offense.

III. WHO ARE NOT QUALIFIED?

1. Previous awardees in a similar search in the Regional Level or National Level organized/sponsored by either the Department of Education or any private organization (regardless of the year/s they joined).
2. Teachers/school heads who have been suspended for any administrative or criminal offense.



III. WHO CAN NOMINATE?

A. Teacher Category

School Heads/District Supervisors/ Education Program Supervisors/Stakeholders (PTA Officers/Fellow Teachers in the present station) are authorized to nominate teachers to the Search. However, the Schools Division Superintendent must endorse the nomination.

IV. WHAT ARE THE CRITERIA?

There shall be three stages for this Search with the following percentages:

Stage 1 – Document Analysis (60%)

Stage 2 – Interview (20 %)

Stage 3 – Validation (20%)

The Document Analysis shall include all supporting documents submitted to the Search Committee which will be graded using a specific criteria.

The Interview shall gauge the nominee's ability to answer questions relevant to the award category. A rubrics on assessing interview responses will be used for this purpose.

The Validation aims to assess the nominee in terms of morality and integrity both in public and private life, and his/her human relations in the school and in the community. A validation tool will be provided to the screening and selection committees in the division and regional levels.

V. WHAT ARE THE STEPS IN THE SEARCH PROCESS?

There shall be a Regional Level for this Search following these steps:

1. Nomination

- a. The nominator accomplishes the nomination form.
- b. The nominee prepares all documents following the criteria on Documents Analysis and have these certified by the authorized official (school head/division official).
- c. The documents are submitted to the Secretariat of the Screening and Selection Committee in the division level.

2. Evaluation of the nomination forms and supporting documents by the Secretariat

- a. The Secretariat evaluates the nomination forms and determines if the documents submitted are complete.
- b. The Secretariat submits the nomination forms and supporting documents to the Preliminary Screening and Selection Committee (PSSC).

3. Evaluation of the nomination forms and pertinent documents, and preliminary judging by the Preliminary Screening and Selection Committee (PSSC)

- a. The PSSC conducts the preliminary judging of the Search based on Documents Analysis only.
- b. The minimum raw score in Documents Analysis is 50 points to qualify to the next level of the Search.
- c. The PSSC prepares the short list of preliminary winners for submission to the Final Screening and Selection Committee (FSSC).

4. Final judging by the Final Screening and Selection Committee (FSSC)



- a. The FSSC conducts the final judging upon receipt of the results of the preliminary judging by the PSSC on Documents Analysis.
 - b. The FSSC conducts the Interview and Validation to determine the winners.
5. Submission of winners to the Regional Search
- a. The FSSC prepares the list of winners of the division level search.
 - b. The Schools Division Superintendent (SDS) endorses the list of division winners.
 - c. The Secretariat of the Division Search submits the list of division winners, together with their pertinent documents, to the Secretariat of the Regional Search.
 - d. Only the first place winners in each level will qualify to the Regional Search.

VI. WHAT IS THE COMPOSITION OF THE PSSC AND FSSC?

There shall be a Preliminary Screening and Selection Committee (PSSC), and Final Screening and Selection Committee (FSSC) in the Regional Level of this Search with the following suggested composition:

Preliminary Screening and Selection Committee (PSSC)

Chair : ROGELIO C. EVANGELISTA –Chief,QuAD
Members: REINANTE NOEL N. PELAGIO
NEIL A. IMPROGO,Ph.D.
ARNEL T. GENITA,Ph.D.
LAURENCIA O. LLAGAS
SGOD Chief
CID Chief

Final Screening and Selection Committee (FSSC)

Chair : ALLAN G. FARNAZO,Ph.D - Regional Director
Vice – Chair: ATTY. SHIRLEY O. CHATTO - Ast. Regional Director
Members: ROGELIO C. EVANGELISTA –Chief,QuAD
REINANTE NOEL N. PELAGIO -EPS
NEIL A. IMPROGO,Ph.D. - EPS
ARNEL T. GENITA,Ph.D. - EPS
LAURENCIA O. LLAGAS - EPS

VIII. WHAT ARE THE NECESSARY ATTACHMENTS?

1. Endorsement by the Schools Division Superintendent
2. Duly accomplished nomination form with one-page write up about the nominee
3. Personal Data Sheet
4. Certification that nominee has not been suspended for any administrative or criminal offense
5. Certified true copies of Performance Ratings in the last two (2) years signed by the Schools Division Superintendent/Assistant Schools Division Superintendents
6. Supporting documents following the specific criteria on Documents Analysis.
Photocopies must be certified true and verified against the original.

TIMETABLE

Regional Search for Outstanding Teachers and School Heads

Regional Launch	August 1-30, 2016
Division Level:	August 31, 2016



Submission of Nomination Forms/documents to the Division Secretariat	
Division Level: Evaluation/Judging by SDOs Screening and Selection Committee	September 1-2, 2016
Submission of list of Division Winners and supporting documents to the Regional Secretariat	September 5, 2015
Regional Level: Evaluation/Judging by Regional Screening and Selection Committee	September 12-23, 2016
Regional Recognition and Awarding Ceremonies	October 5, 2016

CRITERIA FOR THE SEARCH FOR OUTSTANDING TEACHER/MASTER TEACHER/KINDERGARTEN TEACHER/ALIVE TEACHER, MADRASSAH

I.	Personal Qualities & Character	20
	a. Has demonstrated as Model of Morality	10
	b. Good human relation in school and community	10
	<i>Note: Submit write-ups about the nominee by the following:</i>	
	a. Immediate Superior	
	b. Co-teacher (2)	
	c. Co-member in civic and religious organization (2)	
II.	Instructional Competence and teaching Effectiveness	60
1.	Performance Evaluation	
1.1	Performance Rating for last two years	10
1.2	Pupil Performance for SY 2015-2016	5
2.	Instructional devices and Materials produced for the improvement of teaching	
2.1	instructional material produced	10
2.2	evidence of technical assistance	5 (MT only)
3.	A. involvement /coach in co-curricular activities	5
	a. National Winner	5
	b. Regional Winner	4
	c. Division Winner	3
4.	Educational Attainment	
	Professional Advancement	
	a. Participants of training/workshops/seminars	5
	<i>(DepEd recognized and at least 3 days (aggregate))</i>	



International	5	
National	4	
Regional	3	
Division	2	
b. Abstracts of researches conducted		10
b.1 Fully Implemented (result has been submitted to D.O.) - 10		
b.2 ongoing implementation(approved by D.O.) 6		
b.3 approved by the D.O. but not yet implemented 2		
c. Publication 5		
5. Actual Demonstration Teaching 10		
III. Professional & Community Involvement - - -		20
a. Participation in activities outside teaching - - - 10		
b. Awards from reputable organization (NGO,LGU) - - 10		
Total	100	

Note: Submit write-ups about the nominee by the following:

- a. Immediate Superior
- b. Colleague (2)
- c. Co-member in civic and religious organization (2)

**CRITERIA FOR SELECTION AND DOCUMENTATION FOR THE SEARCH FOR
OUTSTANDING SPECIAL EDUCATION TEACHER**

I. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS

**A. OUTSTANDING CONTRIBUTION FOR THE SPECIAL EDUCATION
PROGRAM 35**

1. Introduced/tried out effective approaches or innovations in teaching (at least 2) which contributed to the improvement of instruction in meeting the needs of special children 10pts

Documents needed:

- Abstract of the effective/innovative approaches and how these were utilized in the field certified by the superintendent and principal.
- Certification from the principal that the approaches contributed to the improvement of instruction for children with special needs
- Evidences certified by the principal/district/division supervisors to show the effect on the learners/school as a result of innovations used/introduced such as increase in pupils' achievement level, recipient of different awards from the local schools/district/divisions/etc.

2. Written /produced instructional materials in SPED 15pts
 - a. Modules /workshops published and utilized reference materials/books in school/district/region (2 points per set of modules/workbook or 1 reference materials.) 5pts



- b. Equipment teaching devices(2 points per set) 5pts
c. Technical paper or articles in SPED (1 pt. per paper or articles) 3 papers
5pts

3. Research Paper/discussant/Demonstration teacher		10pts
	Level	points
	Regional	10
	Division	7
	District	4

B. LEADERSHIP

30

1. Coordinated the organization of classes/implementation of SPED program in the district/division/regional level 10pts

2. Conducted in-service training programs 10pts

School/District Level	5
Division	8
Region	10

3. Participated in community programs/projects for the development in their areas of interest 10pts

Documents needed:

- Certification from the Mayor/Principal/Barangay Captain/Priest of project undertaken properly
- Written/pictorial report of programs/project undertaken

C. AWARDS

10

Recipient of community/school, district, division and regional awards of recognition for outstanding services of the education for the last five (5) years.

Community/School/District	5
Division	8
Region	10

D. CONTINUOUS AND DEDICATED SERVICE

10

1. Rendered continuous and dedicated service in teaching profession 5

Level	points
8-10years	5
4-7 years	2
2-3 years	1

2. Rated as SPED teacher with an outstanding performance for the last 3 years 5



E. PROFESSIONAL ADVANCEMENT

5

- Certified true copy of transcript of records of the highest degree attained and degree being pursued
 - With Masteral Units - .05
 - M.A. CAR - 1.10
 - M.A. in SPED - 1.5
 - With units in Doctorate Degree - 1.75
 - PhD/EdD - 2.0
- certification signed by a sponsor and other evidence of participation in any training workshops or seminars in Special Education (Division, Regional, National and International Level) 2
- Punctuality and attendance 1

II. PERSONAL QUALITIES AND CHARACTER

10

- a. Model of morality and integrity in Public and private life 5
 - Unquestioned honesty and integrity - 1 point
 - High work ethics - 1 point
 - Trustworthy in the discharge of duty or of obligation - 1 point
 - With high level of stress tolerance - 1 point
 - Virtuous conduct - 1 point
- b. Good human relations in school community 5

Total

100

Note: Submit write-ups about the nominee by the following:

- a. Immediate Superior
- b. Colleague (2)
- c. Co-member in civic and religious organization (2)



CRITERIA FOR SELECTION AND DOCUMENTATION FOR THE SEARCH FOR OUTSTANDING MULTIGRADE TEACHER

Name of Candidate _____ School/Division: _____

Area/ Indicators	Points	Rating
1. Instructional Competence and teaching Effectiveness	70%	
A. Competence in Teaching Multigrade Classes	15%	
a. 1 Performance rating for the last two years (SY 2013-2014, 2014-2015)	5	
a. 2 Pupils Performance rating for the last two years (SY 2013-2014, 2014-2015)	5	
a.3 Percentage increase of class reading level for the last two years	5	
B. Competence in Teaching Multigrade Classes	40%	
b.1 Years in service as multigrade teacher	5	
b.2 Introduced and tried out/ innovate teaching approaches which contributed to the improvement of multigrade classes	10	
b.3 Instructional device prepared and utilized for teaching	15	
b. 4 Evaluate/prepared/and utilized materials to improve teaching of pupils performance in MG classes	5	
b.5 Research and creative outputs	5	
C. Leadership Potentials	15%	
c.1 Involvement in co-curricular activities	10	
c.2 Awards receive in the last five (5) years	2	
c.3 Schools project initiated, implemented and being maintained	3	
2. Professional and Community Involvement	20%	
a. Professional Qualities	10%	
a.1 Educational Attainment for professional growth	3	
a.2 Seminar/ workshop/training attended	2	
a.3 subscription to professional magazine in the last two years	1	
a.4 active membership in professional organizations	1	
a.5 Punctuality and attendance	3	
b. Community Involvement	10%	
b.1 . active membership in organization outside teaching	2	
b.2 resource generation, support and networking	8	
3. Professional and Community Involvement	10%	
a. Model of morality and integrity	5	
b. Good relations in and school and community	5	
Total Score		



INSTRUCTIONS:

1. Please fill out this form completely. Use black ink and print legibly or encode in the computer.
2. Submit this original copy to the DepED ROX- QuAD on or before **August 31, 8, 2016**.

BASIC INFORMATION SHEET

PERSONAL INFORMATION

Full Name (MR./MS./MRS./DR.): _____

(please encircle appropriate title)

Surname

Given Name

Middle Name

Home Address:

Residence No.

Street

District/Town/Barangay

City/Province

Zip Code

Nickname:	Name of Spouse: (If any)	No. of Children: (If any)	Civil Status:
Date of Birth:	Place of Birth:	Age:	Gender:
Personal E-mail: Address:	Residence Tel. No.: (Area Code + Tel. No.)	Mobile No.:	Religion:

Name of Current School: _____

Address: _____ Division where school is located: _____

School Tel.: _____ E-mail Address: _____

(Area Code + Telephone No.)

Competition joining in: Preschool Elementary Secondary

I. APPLICANT'S QUALIFICATIONS

Appointment:	<input type="checkbox"/> Full-time <input type="checkbox"/> Substitute	
Teaching Load:	<input type="checkbox"/> Full-Load with administrative duty/ies <input type="checkbox"/> NOT full-Load but with administrative duty/ies <input type="checkbox"/> Full-Load with NO administrative duty/ies <input type="checkbox"/> NOT full-Load and with NO administrative duty/ies	Details of Loads: * a) School's definition of full load: _____ b) Actual Teaching load: _____ c) Actual Administrative load (if any): _____ Administrative duty/ies if any: _____
Teaching Experience:	<input type="checkbox"/> 10 years or more <input type="checkbox"/> below 10 years	No. of yrs. as a teacher: _____ Years of actual teaching: _____ Mo. & Yr. Started: _____
Performance Rating:	<input type="checkbox"/> Average in the last 5 years is <u>Very Satisfactory</u> with <u>NO Poor</u> rating in a given year	
Degrees Earned:	<input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Masteral Degree <input type="checkbox"/> Doctorate Degree	Highest Educational Attainment: _____
Past Outstanding Awards Received	<input type="checkbox"/> District <input type="checkbox"/> Division <input type="checkbox"/> Regional <input type="checkbox"/> National	Specify years you have been a Regional/National Awardee in the Search: _____
PRC License:	Holder of valid PRC Teacher's License <input type="checkbox"/> Yes <input type="checkbox"/> No	PRC I.D. No: _____



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
Zone 1 Upper Balulang
Cagayan de Oro City



Telephone No.: (088) 880-7072, 880-7071; email: region10@depd.gov.ph

Expiration date: _____			
Have you been CONVICTED of any of the following offense?		Have you been CHARGED of any of the following offense?	
<input type="checkbox"/> Criminal	<input type="checkbox"/> Civil	<input type="checkbox"/> Criminal	
<input type="checkbox"/> Administrative	<input type="checkbox"/> Administrative	<input type="checkbox"/> Civil	
_____ Yes _____ No		_____ Yes _____ No	
Status: <input type="checkbox"/> Case Dismissed <input type="checkbox"/> In progress		Status: <input type="checkbox"/> Case Dismissed <input type="checkbox"/> In progress	

Important: Should a case have been filed against you even if it was dismissed or amicably settled, please indicate them by checking the appropriate box above. The DepED ROX – QuAD shall validate this later and failure to disclose will be a ground for DISQUALIFICATION. Please give details in a separate sheet of paper.

REPRODUCTION / PHOTOCOPYING OF THIS FORM IS
AUTHORIZED

This may also be downloaded at _____

II. CERTIFICATION BY THE NOMINEE (to be filled out by the nominee)

This is to certify that I voluntarily submit myself to the rules of the Search. I agree to submit the accomplished nomination form should I be eligible to proceed to the next phase of the Search.

I also certify that I am physically fit to undergo the evaluation process of the Search. In this regard, I hereby exempt, discharge, release and free DepED ROX- QuAD, and the judges from any claim or liability arising from my participation in the Search.

I hereby certify to the best of my knowledge that all the information contained in this form is true and correct. I am aware that any willful misrepresentation of facts stated herein can be used as basis for my disqualification.

SIGNED THIS DAY OF _____ at _____
Date Place

PRINTED NAME AND SIGNATURE OF NOMINEE

III. CERTIFICATION BY THE NOMINATOR (to be filled out by the nominator only)

This is to certify that _____, who holds the position of _____
(Name of Nominee) (Present Position & Rank)

is a full-time or permanent substitute of this school. He/She is concurrently serving as _____

(Administrative Position, if applicable)

The nominee has a total teaching load of _____
For Elementary and Secondary: indicate no. of hours per week

I ALSO CERTIFY THAT _____ IS THE OFFICIAL NOMINEE OF THIS
(Name of Nominee)
SCHOOL FOR THE _____ COMPETITION, AND THAT ANYBODY NOMINATED ASIDE
(Preschool/Elementary/Secondary)

FROM HIM/HER WILL AUTOMATICALLY BE DISQUALIFIED.*

_____	_____
DATE SIGNED	TITLE / PRINTED NAME / SIGNATURE
_____	_____
	POSITION/DESIGNATION

Note: In case this nominee of your school does not meet any of the eligibility criteria of the Search, you may nominate another on or before the deadline for the submission of Basic Information Sheet which is set on **August 31, 2016**

* Elementary schools are allowed to nominate 2 candidates, one each for the primary (Kinder-Grade 3) and intermediate (Grades 4-6).

IMPORTANT DATES TO REMEMBER	
❖ August 31, 2016	Deadline for submission of BASIC INFORMATION SHEET to DepED ROX-QuAD
❖ Sept. 9, 2016	Semi-Final Judging

STREETDANCING AND SHOWDOWN

c/o Office of the Human Resource Development Division (HTDD)
Contact Number – 08822-714576; Local – 115

CONTEST MECHANICS AND GUIDELINES

1. The concept of the dance performance must depict the festival celebration of the city or province.
2. Each group must be composed of a minimum of 30 and a maximum of 50 for small divisions and minimum of 60 and maximum of 70 for big divisions including the crew, support staff and props men. All are schools heads, supervisors, and SDS/ASDS
3. There will be no age limit as long as they are in good health and able to perform and wear the required costumes without difficulty.
4. The use of recycled materials as props is encouraged. Highly flammable materials (gas/kerosene) and pyrotechnics is strictly prohibited.
5. The sequence in the order of parade and performance in the main dance exhibition shall be determined by drawing of lots.

STREET DANCE COMPETITION (PARADE)

1. Each group shall have a **ONE MINUTE-CHOREOGRAPHED-FORWARD MOVINGSTREET DANCE** to be performed in designated areas or **BATTLE ZONES** where the judges for the competition will be deployed.
2. All Street Dance participants shall assemble at the designated parking lot at Limketkai Center, Cagayan de Oro City not later than 6:00 am, in their complete costume attire.
3. Registration begins at 6:30 a.m. (Parade marshals shall assist and give participants directions as to which area they will assemble. Parade will promptly start at 7:00 a.m.
4. Each group must assign two of their members to carry a banner or streamer "6 feet by 4 feet" bearing the name of the Division they are representing.
5. The Street Dancers must perform their dance routine as soon as the parade starts until they reach the parade's end point. Parade route starts at the entrance of the Limketkai Center, Lapasan highway, going to the back area of Limketkai Atrium.
6. The committee will have an assigned **FIRST AID TEAM**; however, each group must have their own support staff to carry out aid in case of emergency and to provide necessities of the group such as water, food, etc.
7. A detailed written description and or narration about the festival must be submitted to the Secretariat c/o **EPS Angelina B. Buaron**, CLMD, one week before the parade. This information shall be distributed to the Board of Judges and media outlets for their perusal.

8. CRITERIA

a. Performance -	35 pts
b. Choreography-	35 pts
c. Energy Level -	20 pts
d. Orderliness -	10 pts
TOTAL	- 100 pts

9. There will be an award for **Best in Parade Street Dance** for both Small and Big Divisions. The cash awards for winners and non-winners shall be determined by the Executive Committee.

DANCE SHOWDOWN COMPETITION – LIMKETKAI ATRIUM

1. The presentation/performance: FREE INTERPRETATION / FREE CHOICE inspired by the festival of the province or city.

- a. The use of props and risers are allowed
- b. Hard props : height limit is 7 feet
- c. Soft props : no limit (tela, etc.))

2. All Street Dancing participants shall assemble outside Limketkai Atrium. All participants MUST BE in complete costumes for the MAIN DANCE SHOWDOWN. Props or backdrops shall be in standby mode and can only be brought inside the main hall immediately prior to their performance to avoid clogging of the entrance and exit points and must be removed immediately after the performance.

3. Each group must have a minimum of 30 members and a maximum of 50 for small divisions and a minimum of 60 and a maximum of 70 members for big divisions including crew, support staff and props men.

4. For the main dance number, each group shall provide a CD or flash drive that contains ONLY the music material for their performance. All CDs or flash drives shall be properly labeled indicating the name of group. Each group must have an assigned person to personally turn over to the audio operator the CD or flash drive right before the performance and to retrieve the same after the performance. It is advised that they bring extra CD copies in case of CD malfunction.

5. Performance Time: a. A total of 8 minutes which would include entrance, setting of props and performance shall be divided as follows:

- a. Entrance and setting of props: 2 minutes
- b. Performance: 5 minutes
- c. Exit: 1 minute

Timer starts once the performers go beyond/cross the STARTING LINE and ENDS on the 8th minute.

6. Timing of the performance:

The timing starts when performers (performers and other dancers) and/or props would go beyond/cross the STARTING LINE. The playing of drums and other instruments, or reading of synopsis would also signify the start of the performance. IV. At the end of the 5th minute, the timer shall raise yellow flag as a warning for the group that it has 1 more minute left to finish the performance.

At the end of the 8th minute, the timer shall raise red flag signifying the end of performance. The group shall start their EXIT MODE, towards the exit side of the performance area.

If the group still performs beyond the 8-minute cut-off, a penalty of 3 points to be deducted in the PERFORMANCE CRITERION (in every judge).

Exit MUST BE FAST.

7. During the performance, managers, choreographers and other members of the training staff shall not be allowed to coach or direct the performance. They must not stay in front but may only be allowed at the sides and back. 1 point shall be deducted from the score obtained in the CHOREOGRAPHY CRITERION (in every judge).

8. The DANCE SHOWDOWN COMPETITION shall be judged based on the following criteria:

a. PERFORMANCE (Precision & coordination, projection & dynamism)	-	30 pts
b. VISUAL IMPACT (Unified & coherent impact of the whole presentation)	-	30 pts
c. CHOREOGRAPHY (Creativity of dance & artistry of the steps & maximization of performance Area)	-	20 pts
d. COSTUMES & PROPS (Artistic choice of color combination style and accessories. Effective use of props relevant to the interpretation of the celebration)	-	10 pts
e. RELEVANCE TO CONCEPT (Adherence to the concept of the festival and the celebration)	-	10 pts
TOTAL	-	100 pts

9. All decisions made by the Board of Judges shall be deemed final.

10. **MAJOR AWARDS** include Grand Champion, 1st Runner Up, 2nd Runner Up, 3rd Runner Up, and Consolation Prizes. **MINOR AWARDS** to be given are Best Choreography and Best in Costume. Cash awards shall be determined by the Executive Committee.

Reference:

Niyogyugan festival – Quezon City

Guidelines and Mechanics in the Dance Contest

c/o Office of the HRDD

Contact Number – (08822) 714576; Local - 115

Guidelines

1. All Divisions shall have one (1) entry in any of the identified three (3) dances with a minimum of 10 members or 5 pairs. One (1) entry is from the Regional Office.
2. The dance to be performed shall be done by drawing of lots c/o Office of the HRDD.
3. The performers shall be composed of head teachers, principals, supervisors, ASDS, SDS, ARD, RD. Non-compliance to this is a ground for disqualification.
4. Exaggerated costumes are discouraged.

Mechanics:

1. Each Group will perform any of the three (3) dances, (hip hop, retro and ballroom) with a time limit of 5 minutes including entrance and exit. Beyond this limit, a total of 5 points will be deducted from the group's total score.
2. Each group will have a minimum of ten (10) members or five (5) pairs.
3. The members of the group maybe composed of all males or females, or any combination thereof.
4. The dance number must have an accompaniment of any music at the group's choice.
5. No props are allowed other than those part of the costume. The use of pyrotechnic gadgets, a smoke or combustible material is not allowed.
6. The criteria for judging are the following:

a. Choreography (Creativity, Artistry, Style & Originality)	-	50%
b. Execution (Timing & Coordination, Projection & Expression)	-	30%
c. Costume	-	10%
d. Audience Impact	-	10%
Total	-	100%
7. The decision of the members of the board of judges is final and irrevocable.