



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division
Superintendent

DIVISION MEMORANDUM No. 338, s. 2023

To: PUBLIC & Private Elementary & Secondary School Principals/School Administrators

From: Office of the Schools Division Superintendent

Subject: **CONDUCT OF 2023 DIVISION CLIMATE CHANGE CARAVAN**

Date: September 13, 2023

1. In reference to Memorandum OUOPS No. 2023-04-2551 Annex 3 which is the "Implementing Guidelines on the Utilization, Monitoring and Reporting of FY 2023 Comprehensively Released Funds for Regional Climate Change Caravan", Schools Division Office of Dagupan City announces the conduct of 2023 Division Climate Change Caravan to be hosted by Bonuan Buquig National High School on September 22, 2023.
2. The conduct of the said activity is part of the preparation for the hosting of the 2023 Regional Climate Change Caravan on October 3, 2023 and to determine the participants who will represent the SDO in various competitions in the regional level.
3. The activity includes forum on Climate Change and competitions to be participated by the elementary and secondary public and private schools in the division. The mechanics of the competitions are attached in this memorandum.
4. The participants from private schools are advised to coordinate to the following members of the Technical Working Group of 2023 Division Climate Change Caravan.



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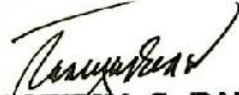



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Markconi F. Taroma	Overall Chairperson	09668276686
Kristine S. De Guzman	Overall Co-chairperson	09918071525
Minerva R. Perez	Member	09217110709
Salvacion S. Malanum	Member	09985339620

5. The theme of the caravan will be released on a separate memorandum.
6. Immediate dissemination of this memorandum is desired.


ROWENA C. BANZON, CESO V
Schools Division Superintendent


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**2023 DIVISION CLIMATE CHANGE CARAVAN
ACTIVITIES**

September 22, 2023

A. PARTICIPANTS OF CARAVAN

The participants in this 2023 Division Climate Change Caravan are the following:

- a. Environmental Forum on Climate Friendly Industries and Services (CIS)
 - 1 YES-O President (Elementary)
 - 1 YES-O Advisers (Elementary)
 - 1 YES-O President (Secondary)
 - 1 YES-O Adviser (Secondary)
 - 1 President Supreme Elementary Learner Government
 - 1 Adviser Supreme Elementary Learner Government
 - 1 President Supreme Secondary Learner Government
 - 1 Adviser Supreme Secondary Learner Government
 - 1 Parents-Teachers Association President
- b. Contest Proper
 - 2 learner-participants for Search for Best Booth Exhibit on Best Practices in Climate Change (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 1 coach for Search for Best Booth Exhibit on Best Practices in Climate Change (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 1 learner-participant for Poster Making Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 1 coach for Poster Making Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 2 learner-participants for 3-Dimensional Trash Art Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 1 coach for 3-Dimensional Trash Art Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 2 learner-participants for Infomercial Video Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 1 coach from each division for Infomercial Video Contest (9 Public Secondary Schools & 9 Private Secondary Schools)
 - 2 learner-participants for Search for Best Science Investigatory Project Proposal (9 Public Secondary Schools & 9 Private Secondary Schools)



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- 1 coach for the Search for Best Science Investigatory Project Proposal (9 Public Secondary Schools & 9 Private Secondary Schools)
- 1 learner-participant on Spoken Word Poetry (9 Public Secondary Schools & 9 Private Secondary Schools)
- 1 coach for the Spoken Word Poetry (9 Public Secondary Schools & 9 Private Secondary Schools)
- 1 learner participants per district in Quiz Bee and 1 learner participant in 9 Private Elementary Schools
- 1 coach for the Quiz Bee

B. MATRIX OF PROPOSED ACTIVITIES

**2023 DIVISION CLIMATE CHANGE CARAVAN
MATRIX OF ACTIVITIES**
September 22, 2023

Date	Activity	Venue	Responsible Person
Day 0 (September 21, 2023)	Arrival of participants and preparation of booth for exhibit	BBNHS Gymnasium	
Day 1 (September 22, 2023) 7:00-8:00	Registration	BBNHS Gymnasium	Jennilyn A. Villare
8:00-9:30	Opening Program & Cutting of ribbon for Booth Exhibit on Best Practices on Climate Change	TLS	BBNHS-TWG
9:30-10:00	HEALTH BREAK		
10:00-12:00	Environmental Forum on Climate Friendly Industries and Services (CIS)*	BBNHS Gymnasium	Salvacion S. Malanum



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	Booth Exhibit on Best Practices on Climate Change* (1-JHS & 1 SHS learner)	TLS	Jacqueline U. Claveria
	Poster Making Contest* (1-JHS participant)	SHS Building Room	Shang Wei Ma
	3-Dimensional Art Trash Contest* (2-SHS participants)	SHS Building Room	Rica Kristte R. Paredes
	Submission of entries for the Infomercial Video Contest* (2-JHS participants)	STE Building	Maribel A. Cayabyab
	Submission of entries of Search for Best Science Investigatory Project Proposal on Climate Change* (2-SHS participants)	STE Building	Maria Teresita L. Casilang
	Spoken Word Poetry* (1 SHS learner)	SHS Building	Melvin Sabado
	Quiz Bee* (1 Grade 5 learner)	Gymnasium	Jessica Casaclang
12:00-1:00	LUNCH BREAK		
	Viewing and judging of submitted entries for Infomercial Video Contest on Climate Change*	STE Building	Monea Mae Ann B. Quinones
1:00-3:00	Judging of submitted entries on the Search for Science Investigatory Project Proposal on Climate Change*	STE Building	Allan J. Daligdig
3:00-3:15	HEALTH BREAK		
	"Bakawan Tree Planting Experience & Tour"***	Longos Street, Barangay Bonuan	BBNHS-TWG



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		Boquig Dagupan City	
3:15-4:30	Awarding Ceremonies	Gymnasium	BBNHS-TWG
4:30-5:00	Home Sweet Home		

Note: * - Simultaneous Activities

** - Interested participants are requested to register ahead of time and advised to bring extra clothes for the "Bakawan Tree Planting Experience"



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**2023 DIVISION CLIMATE CHANGE CARAVAN
INFOMERCIAL VIDEO CONTEST MECHANICCS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send one team composed of 2 Junior High School (JHS) learners.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that that will participate in the said contest. Each of the identified 9 schools shall send one team composed of 2 JHS learners also.
4. The theme of the caravan shall be released on a separate memorandum.
5. Infomercial video entries must:
 - Bear the theme of the 2023 Division Climate Change Caravan.
 - Contain photos and footages that are original. Copyrighted music material may be used but must be duly cited;
 - Limit the number of artists in the video to 5 learners only from the participating schools.
 - Run for a minimum time of one (1) minute and a maximum time of two (2) minutes including credit titles;
 - Begin with a 5-second 'title screen' that includes the title of the video and producers' names respectively.
 - Deliver in English language.
6. The entry of infomercial video shall be saved in a USB, sealed in a short brown envelope duly signed across by the learners and submitted on October 3, 2023 not later than 12:00 noon to the Technical Working Group.
7. The entry shall be opened in the presence of the Board of Judges during the viewing and judging.
8. The Technical Working Group will not be held liable to any entry that may encounter technical glitch during the viewing and judging but will inform the participating school about what happened.
 7. A panel of judges shall screen and select 3 winners based on the criteria.
 - Champion
 - First Runner-up
 - Second Runner-up
8. The decision of the Board of Judges is final and irrevocable.



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Criteria for Judging

Relevance to the theme	30%
Creativity and originality of the infomercial video	30%
Coordination of audio and visual elements	20%
Infomercial appeal and effects	20%
Total	100%



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**2023 DIVISION CLIMATE CHANGE CARAVAN
POSTER MAKING CONTEST MECHANICS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send 1 JHS learner as contestant.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that that will participate in the said contest. Each of the identified 9 schools shall send 1 JHS learner also.
4. The contestant shall bring ID and Certificate of Enrollment to be presented to the Technical Working Group for verification prior to the contest proper.
5. The poster shall be drawn on 1/2 illustration board to be provided by the TWG.
6. The contestant may choose the drawing and coloring materials/media they prefer to use since they will be advised to bring them during the contest because they will not be provided by the TWG.
7. The contestants will be given 2 hours and 30 minutes to prepare their poster.
8. The theme will be provided by the Board of Judges during the contest proper.
9. A panel of judges shall screen and select 3 winners based on the criteria.
 - Champion
 - First Runner-up
 - Second Runner-up
10. The decision of the Board of Judges is final and irrevocable.

Criteria for Judging

Creativity and Presentation	30%
Originality	30%
Relevance to the theme	40%
Total	100 %



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**2023 DIVISION CLIMATE CHANGE CARAVAN
3-DIMENSIONAL TRASH ART CONTEST MECHANICS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send one team composed of 2 Senior High School (JHS) learners.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that that will participate in the said contest. Each of the identified 9 schools shall send one team composed of 2 SHS learners also.
4. The theme of the caravan will be released on a separate memorandum.
5. The art piece should have the following requirements:
 - 3D (Model that stands upright)
 - Base measurement shall be 15x20 inches.
 - The height should be at least 2 feet.
6. The base shall be provided by the Technical Working Group.
7. The contestants are advised to the bring their own materials to be used for the 3D art piece. Materials must be indigenous, recycled, salvaged or collected litter materials in nature. The following are suggested materials to be used:
 - Plastic bottles
 - Used rice sacks
 - Plastic wrappers
 - Cardboard/boxes
 - Straw
 - Tin cans
 - Wooden sticks
 - Dried plants
 - Tin/copper wires
 - Paint of any color
8. The contestants are also advised to bring other tools like pair of scissors, cutters, rulers, glue, tapes, and the like.
9. The contestants shall be given 2 hours to prepare their 3D art piece.
10. The 3D art piece should be safe to handle and should be socially and culturally appropriate.
11. A panel of judges shall screen and select 3 winners based on the criteria.
 - Champion
 - First Runner-up
 - Second Runner-up



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12. The decision of the Board of Judges is final and irrevocable.

Criteria for Judging

Relevance to the theme	30%
Originality and creativity	30%
Material usage	20%
Overall impact	20%
Total	100%



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**2023 DIVISION CLIMATE CHANGE CARAVAN
SEARCH FOR THE BEST SCIENCE INVESTIGATORY PROJECT (SIP)
PROPOSAL CONTEST MECHANICS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send one team composed of 2 Senior High School (SHS) learners.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that will participate in the said contest. Each of the identified 9 schools shall send one team composed of 2 SHS learners also.
4. The proposal shall revolve around Climate Change, particularly on the following topics:
 - Food Security (FS)
 - Water Sufficiency (WS)
 - Ecological, and Environmental Stability (EES)
 - Human Security (HS)
 - Climate-friendly Industries and Services (CIS)
 - Sustainable Energy (SE)
 - Knowledge and Capacity Development (KCD)
5. The proposal shall be written in English and should include the following parts:
 - I. Title of the Proposal
 - II. Introduction
 - A. Background and Rationale of the Study (Limit to 500 words only)
 - B. Research Questions
 - C. Hypothesis
 - D. Scope and Delimitation
 - E. Significance of the Study
 - III. Methodology
 - A. Research Design
 - B. Experiment Treatment
 - C. Procedure
 - D. Flow Chart of Procedure
 - E. Statistical Treatment
 - F. Bibliography



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6. The proposal shall be encoded using the following format:
 - Size of bond paper – A4
 - Font style – Bookman Old Style
 - Font size – 12
 - Spacing – Double
 - Left and right margin – 1.5 inch
 - Bottom and top margin – 1.5 inch
 - Should not exceed 10 pages.
7. The proponents shall submit 3 printed copies of the proposal sealed in a brown envelope bearing no identification of the researchers.
8. The envelope containing the proposal will be opened in front of the Board of Judges.
9. The researcher shall draw lots to determine the order of interview by the Board of Judges.
10. The researchers shall prepare a 5-slide presentation for 5 minutes in a corporate attire.
11. A panel of judges shall screen and select 3 winners based on the criteria.
 - Champion
 - First Runner-up
 - Second Runner-up
12. The decision of the Board of Judges is final and irrevocable.

Criteria for Judging

Relevance of the proposal to the theme	25 %
Organization and originality of the proposal	25 %
Possible impact of the proposal	20 %
Accuracy and organization of idea during the interview	15 %
Ability to provide answers to questions	15%
Total	100%



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**2023 DIVISION CLIMATE CHANGE CARAVAN
SEARCH FOR THE BEST BOOTH EXHIBIT ON PRACTICES ON
CLIMATE CHANGE MECHANICS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send one team composed of 1 Junior High School and 1 Senior High School learners.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that will participate in the said contest. Each of the identified 9 schools shall send one team composed of 1 SHS and 1 JHS learners also.
2. A 1.5 x 2 meters space shall be provided to each division where they shall display any visual and auditory materials that showcase their best practices on Climate Change. Participants can bring pictures, albums, frames, tarpaulins, images, television set, radio, and the like for the exhibit.
3. A signage indicating the name of the division and a ribbon to be cut before the start of exhibit are required from each booth.
4. There shall be ribbon cutting before the exhibit proper. Each division shall prepare their booth for such. The anonymity of the division shall be maintained.
5. The Technical Working Group shall provide 1 teacher table and 4 wooden arm chairs to each division.
6. The contents of the booth shall revolve on best practices on Climate Change, particularly on the following:
 - Food Security (FS)
 - Water Sufficiency (WS)
 - Ecological, and Environmental Stability (EES)
 - Human Security (HS)
 - Climate-friendly Industries and Services (CIS)
 - Sustainable Energy (SE)
 - Knowledge and Capacity Development (KCD)
6. The division shall be required to bring their extension wires/cord in case they will be using television, radio or lighting on their booth. Due to limited resources, the TWG cannot provide such.
7. The 2 learners shall serve as guide to participants who will be visiting the booth. They are expected to answer the questions of the visitors if there are but will not be part of the criteria for judging.
8. The participating school is encouraged to set-up their booth a day before the actual conduct of the caravan.



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9. A panel of judges shall screen and select 3 winners based on the criteria.
- Champion
 - First Runner-up
 - Second Runner-up
10. The decision of the Board of Judges is final and irrevocable.

Criteria for Judging

Relevance of booth displays to climate change mitigation	30%
Variety, usability, and practicality of the practices as presented	30%
Originality of the design and concept of the booth	20%
Appearance and presentation of the booth	20%
Total	100%



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**2023 DIVISION CLIMATE CHANGE CARAVAN
MANGROVE OR "BAKAWAN" TREE PLANTING EXPERIENCE & TOUR**

1. Interested participants for the mangrove or "bakawan" tree planting experience and tour are advised to register ahead of time so that they can be properly coordinated and accommodated.
2. A short orientation on the anatomy of propagule will be conducted so that the participants will become aware.
3. Each participant must plant at least 10 propagules to make the experience more meaningful.
4. The participant shall be in mangrove or "bakawan" tree planting attire like walking shorts, boots, jogging pants, leggings, black socks, slippers and the like that makes him or her comfortable in doing the activity.
5. Certificate of Participation will be awarded to participants who can successfully plant mangrove or "bakawan".



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**2023 DIVISION CLIMATE CHANGE CARAVAN
SPOKEN WORD POETRY CONTEST MECHANICS**

1. There shall be equal number of contestants coming from public and private secondary schools in SDO Dagupan City.
2. Each of the 9 Public Secondary Schools shall send 1 SHS learner as contestant.
3. The school administrators of Private Secondary Schools may agree among themselves as to the 9 schools that that will participate in the said contest. Each of the identified 9 schools shall send 1 SHS learner also.
4. The spoken word poetry must be an original composition and shall be written in English.
5. The entry must illustrate, interpret, and emphasize the theme and must not contain any malicious and offensive content. The theme shall be released on a separate memorandum.
6. Each contestant is given 3-5 minutes to recite or deliver his/her piece. A deduction of 0.5 point from the final average score shall be made for every 30 seconds of overtime. The same deduction of 0.5 point shall be made if the piece delivered is less than 3 minutes.
7. Sounds, instrumental, or music background is allowed to complement the delivery. No deduction shall be made if the contestant chooses not to have a musical background.
8. A panel of judges shall screen and select 3 winners based on the criteria.
 - Champion
 - First Runner-up
 - Second Runner-up
9. The decision of the Board of Judges is final and irrevocable.

Criteria for Judging

Message/Content	40%
Delivery and Performance	40%
Originality	10%
Overall Impact	10%
Total	100%



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**2023 DIVISION CLIMATE CHANGE CARAVAN
QUIZ BEE CONTEST MECHANICS
(ELEMENTARY LEVEL)**

1. Each district shall send 2 learners from Grade 5.
2. The school administrators of Private Elementary Schools may agree among themselves as to the 10 schools that that will participate in the said contest. Each of the identified schools shall send 1 learner from Grade 5 as their contestant.
3. There shall be three (3) rounds in the contest.
 - Round 1- EASY
 - Round 2- AVERAGE
 - Round 3-DIFFICULT
4. The questions shall revolve on the following topics on Climate Change:
 - Food Security (FS)
 - Water Sufficiency (WS)
 - Ecological, and Environmental Stability (EES)
 - Human Security (HS)
 - Climate-friendly Industries and Services (CIS)
 - Sustainable Energy (SE)
 - Knowledge and Capacity Development (KCD)
5. There shall be ten (10) questions in Round 1, ten (10) in Round 2, and five (5) in Round 3. Each question weighs one (1) point for Easy round, (2) for average, 3 for Difficult and 5 for Clincher round in case there is a tie.
6. In case of a tie, CLINCHER ROUND shall be conducted. The first contestant to get the correct answer shall be declared as winner.
7. Each participating division shall prepare 3 questions with the following specifications:
 - Questions in Easy and Average Round shall be multiple choice.
 - Questions in Difficult and Clincher Round shall be identification or fill in the blanks.
 - Font size 12
 - Font style Arial
 - Spacing 1
 - Paper size ¼ of A4 bond paper (crosswise)
 - Each question shall be properly labelled as "EASY", "AVERAGE", DIFFICULT" and "CLINCHER".
 - Answer and references shall be indicated.



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- Answer shall include the title of the reference materials, publisher, and date of publication.
- Questions without answers and references shall not be read.
- Refer to the image below

EASY ROUND
Question:
Answer:
Reference:

8. A Quiz Master, a Timer, a Scorer, and a Checker for each contestant shall be assigned to facilitate the competition by the Technical Working Group.
9. Cellular or mobile phones are not allowed during the contest proper.
10. The Quiz Master shall read the question twice.
11. The contestant shall write their answer on the slate board provided after hearing the word "GO" from the Quiz Master.
12. The contestant shall be given 10 seconds to write their answer on the slate board for Easy and Average Rounds. 15 seconds shall be given to the contestants to write their answer in the Difficult and Clincher Rounds.
13. The Quiz Master shall say the word "STOP" after the allotted number of seconds in each round and shall proceed in checking the answers. Failure to follow instructions constitutes the first offense which means warning and disqualification for the second offense.
14. All answers that are not properly spelled, are considered **WRONG ANSWERS**.
15. Any question or query about the correctness of the answers should be raised before the start of the next question.
16. A panel of judges shall decide on the question or query and their decision is final and irrevocable. The top 3 contestants based on their total scores are:
 - Champion
 - First Runner-up
 - Second Runner-up



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