



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

Arch. Gabriel M. Reyes Street, Kalibo, Aklan



28 February 2018

**To: Chief Education Supervisors
Education Program Supervisors/Coordinators
Public Schools District Supervisors/
Principals/Head Teacher In-Charge of the District
Public and Private Elementary, Secondary and Integrated School Heads
Others Concerned**

Sirs/Mesdames:

Please find attached letter from FSupt. Nazrudin M. Cablayan, MPA, Provincial Fire Marshal, Bureau of Fire Protection-Aklan Provincial Office, re: Fire Prevention Month 2018 Essay and Drawing Contest **on March 2, 2018 at the Pastrana Park.**

Contest prizes are: 1st Prize – P2 000.00; 2nd Prize – P1 500.00; 3rd Prize – P 1 000.00. There will be no consolation prizes.

For your proper information and guidance.

Very truly yours,

For the Schools Division Superintendent:


MICHAEL TORRES RAPIZ

Chief Education Supervisor
School Governance and Operations Division
In-charge of the Division

Division Letter
No. 032, s. 2018
/mtr



Republic of the Philippines
 Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
 Regional Office - VI
 Aklan Provincial Office
 3rd Floor, Garcia Bldg., C Laserna St., Kalibo, Aklan
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20 February 2018

Dr. Ernesto F. Servillion, Jr. MNSA CESO VI
 OIC-Asst. Schools Division Superintendent
 Division of Aklan
 Province of Aklan

Dear Sir Servillion,

Greetings!

To better serve the public is our paramount concern. The Bureau of Fire Protection with its commitment to public service would like to ensure that services provided will always be at its best.

In line with the celebration of Fire Prevention Month this March 2018, the Office of the Provincial Fire Marshal will be conducting an Essay Writing and Drawing Contest with the **Theme: "Ligtas na Pilipinas ang ating Hangad, Pag iingat sa Sunog sa Sarili ay Ipatupad"** on March 1, 2018 8:00am at Covered Court, Kalibo Pastrana Park, Kalibo, Aklan.

In this connection the undersigned respectfully once again request for your support in this annual activity. We will be needing 19 contestants for the Drawing Contest, and 19 Contestants for the Essay Writing Contest with their respective Coaches. We are also requesting for three (3) judges to help us critique and judge the drawing and essay entries.

Winning contestant will receive the following:

Essay Writing and Drawing Contest

Champion	3,000.00
1 st Runner Up	2,000.00
2 nd Runner Up	1,000.00
Consolation Prize for non-winning contestant	500.00

Contestants for this activities will be identified by the Department of Education, Aklan.

Thank you and more power!


NAZRUDYN M. CABLAYAN, MPA
 SUPT BFP
 Provincial Fire Marshal

Republic of the Philippines
Department of the Interior and Local Government
Bureau of Fire Protection
NATIONAL HEADQUARTERS
Agham Road, 5th San Roque, Brgy. Bagong Pag-asa, Quezon City
Telefax Number: (02) 426-4300
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MEMORANDUM

TO: ALL CONCERNED

SUBJECT: MECHANICS OF GAMES AND CONTESTS FOR CY 2018
OBSERVANCE OF FIRE PREVENTION MONTH

DATE: 24 January 2018

I. GENERAL STATEMENT

By reason of necessity to undertake continuous and sustained efforts through minimum financial requirements in the formulation of the fire prevention awareness campaign through the conduct of various games and contests relevant to the BFP's Advocacy in ensuring a fire safe nation during the month long observance of Fire Prevention Month CY 2018. In order to provide standard procedures and rules to be observed by the concerned field units and offices in facilitating the conduct of games and contest on various categories to be implemented nationwide, this mechanics is hereby promulgated.

II. SCOPE AND APPLICABILITY

This mechanics shall cover the following games and contests:

- A. Essay Writing Contest-For Junior High School Students (Grade 7-10);
- B. Drawing Contest- For Elementary Pupils (Grade 1-6);
- C. Poster Making Contest- Open to Junior and Senior High School Students (Grade 7-12)
- D. Photo Contest- Open to all Amateur Photographers;
- E. Battle of the Bands – Open to all BFP officers and personnel

III. OBJECTIVES

- A. To establish clear/categorical rules, criteria and procedures on the conduct of CY 2018 Fire Prevention Month games and contests; and
- B. To ensure fairness, objectivity and integrity of the games and contests.

IV. MECHANICS

A. REGIONAL LEVEL

1. The Regional Office concerned shall endeavor to ensure that the

of interested pupils/students and shall cause the widest dissemination of the games and contest by posting of streamers in their station, public places and announcement through social media.

2. First place winners from city/municipal level shall be endorsed to the Regional Office thru channel for final judging at the Regional Level, which shall serve as the official entry of the concerned Regional Office. All expenses shall be charged from the fire prevention budget of the respective offices. Moreover, the Regional Office is not barred from conducting actual games and contests in coming up with its official entry to the national level to be participated in by the winners from different cities and municipalities.
3. All entries from Regional Level to be forwarded to the National Headquarters shall reach the Office of the Directorate for Fire Safety and Enforcement (ATTN: FSED) not later than 09 March 2018, which shall conform to the mechanics stated below. Only ONE ENTRY for each category shall be submitted to the National Headquarters. In case of tie, the Regional Director shall choose only one winner for a particular category.
4. Likewise, only one entry shall represent per Region for the Battle of the Band Contest. The concerned Regional Office shall establish its own rules in the selection process for their official entry in the Battle of the Band category.
5. Entries shall strictly observe the following set of mechanics:
 - a) **Essay Writing Contest - Open to Junior High School Students (Grade 7-10)**
 - Must be written (handwritten) in a yellow pad paper using black ball pen to be provided by the BFP.
 - Composition must not exceed 750 words and must be written in English.
 - All entries must have relevance with this year's Fire prevention Month Theme/Slogan - "Ligtas na Pilipinas ang Aling Hangad, Pag-ingat sa Sunog ay sa Sarili ipatupad".
 - Each participant should fill-up the entry form provided by the BFP containing among others the following: full name, address, age, gender, telephone number and title of the essay which shall be attached at the back of their entry.
 - All participants are required to submit a photocopy of their school ID.
 - The BFP has the right to publish the winning entry on its official gazette; and
 - The decision of the Board of Judges is final and not appealable.
 - b) **Drawing Contest - Open to Elementary Pupils (Grade 1-6)**
 - Must be drawn/illustrated in a 12 x 18 inches illustration board (PORTRAIT LAYOUT - Sizes shall be strictly observed, otherwise entry will be disqualified) using crayon or oil pastel to be provided by the BFP.
 - Each participant should fill-up the entry form provided by the BFP containing among others the following: full name, address, age, gender, telephone number, and title with brief description of the

- All entries must have relevance with this year's Fire Prevention Month Theme/Slogan;
 - No identifying marks shall be allowed in all entries;
 - All submitted entries shall become sole and exclusive property of the BFP and may be reproduced and/or reprinted into any size of exhibition without seeking permission from the owner or paying compensation for the acquisition of said drawing/illustration; and
 - The decision of the Board of Judges is final and not appealable.
- c) **Poster Making Contest – Open to Junior and Senior High School Students (Grade 7-12)**
- Must be drawn/illustrated in a 12 x 18 inches illustration board (PORTRAIT LAYOUT – Sizes shall be strictly observed, otherwise entry will be disqualified) using water color to be provided by the BFP;
 - Each participant should fill-up the entry form provided by the BFP containing among others the following: full name, address, age, gender, telephone number and title with brief description of the poster which shall be attached at the back of their entry. Likewise, all participants are required to submit a photocopy of their school ID;
 - All entries must have relevance with this year's Fire prevention Month Theme/Slogan;
 - No identifying marks shall be allowed in all entries;
 - Photos of the Poster in JPEG format shall be sent to fsedbfphq@yahoo.com by the Regional Offices, however must still be properly endorsed to the FSED office in hard copy duly signed by the concerned Regional Director;
 - All submitted entries shall become sole and exclusive property of the BFP and may be reproduced and/or reprinted into any size of exhibition without seeking permission from the owner or paying compensation for the acquisition of said posters; and
 - The decision of the Board of Judges is final and not appealable.
- d) **Photo Contest – Open to all Amateur Photographers**
- Must be submitted in "8x 10" or 8R (PORTRAIT LAYOUT – Sizes shall be strictly observed, otherwise entry will be disqualified) full color print together with digital file of JPEG format (CD) or E-mail at fsedbfphq@yahoo.com;
 - Each participant should fill-up the entry form provided by the BFP containing among others the following: full name, address, age, gender, telephone number and title with brief description of the photo entry which shall be attached at the back of their entry;
 - All entries must be taken in the Philippines and must not be digitally edited or augmented;
 - Photos in JPEG format shall be sent to fsedbfphq@yahoo.com by the Regional Offices, however must still be properly endorsed to the FSED office in hard copy duly signed by the concerned Regional Director;
 - All submitted entries shall become sole and exclusive property of the BFP and may be reproduced and/or reprinted into any size of exhibition without seeking permission from the owner or paying compensation for the acquisition of said photos; and
 - The decision of the Board of Judges is final and not appealable.

e) **Battle of the Bands (Original Composition)**

- Open to all BFP officers and personnel, no age limit and must compete in a group with a minimum of five members and a maximum of eight;
- Bands shall submit an advance copy of the lyrics and a recorded demo (HD Video on DVD) of their contest piece to the committee five (5) days prior to the actual competition. Composition must be anchored on this year's theme slogan;
- The original composition shall have at most of five (5) minutes in full length. Each band shall be given 5 minutes to adjust/tune the instruments to be used. For every exceeding minute on the allowed timeframe, the band shall be penalized of 2 points from their total score;
- All band members must refrain from using any offensive forms of communication while on stage. Lyrics must not include swearing, derogatory, inappropriate or sexually explicit languages or those considered offensive to anyone, in any way;
- All band members are discouraged to wear any clothing that may depict any pictures or languages that may be deemed offensive; and
- All performing bands should be present on time and must refrain from loitering prior to their performance; and
- The decision of the Board of Judges is final and not appealable.

6. Criteria for Judging. The following criteria for each category shall be observed:

a) **Essay Writing Contest**

- **Theme Relevance** - 40%
Does it demonstrate a clear understanding of the theme?
Does it clearly relate to the topic?
Is it accurate and logical?
 - **Presentation and Persuasion** - 30%
Is the grammar, spelling and punctuations correct?
Is the article neatly written and has well-constructed paragraphs?
 - **Creativity** - 30%
Are the ideas presented original?
Is there innovative ways of thinking?
Does the writer dream outside the box?
Is there evidence of convincing and coherent line of argument?
Does the essay inspire the reader and move them to action?
- 100%

b) **Drawing Contest**

- **Theme Relevance** - 40%
Does the poster effectively communicate the CY 2018 Fire Prevention Month theme?
- **Creativity and Originality** - 30%
Does the poster demonstrate creativity and originality?
- **Aesthetic Appeal** - 30%
Does the poster design captivate the judges sense, taking into account the principle of symmetry, focal point, pattern,

B. NATIONAL LEVEL

1. The BFP-NHQ Steering Committee for CY 2018 Observance of Fire Prevention Month will assign each entry with official number and will display them at the Trinoma Activity Center after unveiling them on 14 March 2018.

2. The final judging of entries will be held on 17 March 2018 by official judges pre-selected by the BFP-NHQ Steering Committee at a place to be determined by the Games and Contests Committee in charge. Board of judges for national competition shall use the same criteria enumerated in the preceding paragraphs. All entries will be ranked from the highest to lowest. The three (3) entries/contestants for every category that obtain the highest score shall be declared as first, second and third place winner accordingly. All tally sheets shall be signed by all judges. Entries that do not meet the qualifications/fall under the set mechanics will be disqualified.

3. Battle of the Bands will be on 17 March 2018 during the national judging of the Arts contests.

4. Announcement and awarding of prizes for the winning entry on various games and contests shall be received by the authorized representative from concerned Regional Offices. All winners shall be awarded with cash prizes, trophies and certificates.

V. PRIZES

A. REGIONAL LEVEL

All winning entries up to the third place winner for each category shall be awarded by the Regional Office. Funding requirements on the events shall be charged to the Regional Budget for fire prevention activities. Prizes for the games and contests shall be in accordance with the budget allocated by the respective Regional Offices.

B. NATIONAL LEVEL

1. Prizes for the winning entry of various categories shall be as follows:

a. Essay writing:	1 st prize	-Php 25,000.00
	2 nd prize	-Php 20,000.00
	3 rd prize	-Php 15,000.00
b. Poster making:	1 st prize	-Php 25,000.00
	2 nd prize	-Php 20,000.00
	3 rd prize	-Php 15,000.00
c. Drawing:	1 st prize	-Php 25,000.00
	2 nd prize	-Php 20,000.00
	3 rd prize	-Php 15,000.00
d. Photo:	1 st prize	-Php 25,000.00
	2 nd prize	-Php 20,000.00
	3 rd prize	-Php 15,000.00

e. Battle of the Band:

1st prize -Php 40,000.00
2nd prize -Php 35,000.00
3rd prize -Php 30,000.00

Composer of winning song -Php 10,000.00
Consolation Prizes for non-winning
entries Php2,000 x 14 Php 28,000.00

f. Best Theme Slogan 5,000.00

2. Fare, travel allowance and accommodation for the contestants during the Battle of the Bands competition at national level shall be shouldered by the concerned Regional Offices.

3. During the 1st Fire Safe Expo Philippines, prizes and awards for the winning entry on various games and contests shall be received by the authorized representative from concerned Regional Offices who has winning entry. However, winning contestants may attend personally during the said event, provided that they will shoulder the expenses.

4. For guidance and compliance.


LEONARD R. BANAGO
FIRE DIRECTOR (DSC)
Chief, BFP