



Republic of the Philippines  
Department of Education  
REGION VI- Western Visayas  
SCHOOLS DIVISION OF SAGAY CITY

Feb 12 2025

**DIVISION MEMORANDUM**

No. 105, s. 2025

**DEPED- LCR PARTNERSHIP ACTIVITIES FOR THE  
35<sup>TH</sup> CIVIL REGISTRATION MONTH 2025**

To: Asst. Schools Division Superintendent  
Chief Education Supervisors of CID and SGOD  
Public Schools District Supervisors  
Public Elementary School Heads  
All Others Concerned

1. **Sagay City Civil Registration Office**, committed to enhancing civil registration services, announces the activities for the 53rd Civil Registration Month in partnership with the **Department of Education, Sagay City**.

2. To kick-off the partnership and celebration, the **Opening Program** will be held on **February 27, 2025 at 8:00 in the morning at Balay Kauswagan , Sagay City** with the theme "Building a Resilient, Agile, and Future-fit Civil Registration and Vital Statistics System," the activities include:

- a. 2nd Extemporaneous Speaking Competition in English:
- b. Battle of the Brains (Araling Panlipunan)
- c. Conduct of Free Civil Registration for learners (February)

3. Guidelines and mechanics, as well as the list of committees for each competition, are attached in the annexes. Additionally, the final and updated schedule for the conduct of the Project School-Based Free Civil Registration Services Program for Learners is also attached.

4. It is understood that in the conduct of this activity, there shall be no discrimination based on age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.

5. Immediate dissemination and compliance of this Memorandum is desired.

  
**DANNIE CLARK M, UGUIL, CESE**

Assistant Schools Division Superintendent  
OIC-Schools Division Superintendent



Enclosure: Guidelines, Mechanics and Committees  
Reference: None  
Allotment: None  
No. of Pages :2

To be indicate in the **Perpetual Index** under the following subjects:



Republic of the Philippines  
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(Enclosure No. 1 to Division Memorandum No. 105, s. 2025)

**Guidelines and Mechanics of 2<sup>nd</sup> Extemporaneous Speaking Contest**

1. The first contestant picks a topic and prepare a speech to be delivered for three (3) minutes.
2. As the first contestant delivers the speech, the second contestant takes his/her turn to pick a topic and prepares for his/her speech to deliver.
3. Then, the second contestant delivers his/her speech and the third contestant takes his/her turn, and so on until all the contestants are done.
4. The style of the speech delivery shall be conversational, oratorical or a combination of both.
5. The delivery of the speech shall not exceed three-minutes. Hence, deductions of (1) one point for every 15 seconds exceeding the time limit shall be imposed.
6. The contestant shall be judged according to set of criteria such as:
  - a. DELIVERY (style, voice, non-verbal cues) 35%
  - b. CONTENT (logical organization, clear thesis, cohesive) 35%
  - c. PRONUNCIATION, ENUNCIATION and DICTION . . . 20%
  - d. STAGE PRESENCE (eye contact, poise, appearance). . . .10%
7. Judges' decision shall be considered final and irrevocable.
8. There shall be three (3) contestants to be declared winners: Champion, 1st Runner-Up, and 2nd Runner-Up.



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(Enclosure No. 2 to Division Memorandum No. 105, s. 2025)

**Guidelines and Mechanics of Battle of the Brains**

- Questions will be read by the quizmaster twice. Questions are of the multiple-choice type with four and/or five choices, A, B, C, D, and E, identification and True or False.
- The correct answer will be that which is the best answer from among the choices. To indicate the contestant's answer, they will be given an answer card and chalk.
- After the second (2nd) reading, the Quizmaster shall say "go;" only then contestants be allowed to write their answers. Automatically, the (5) second time-limit for multiple choice and (10) second time-limit for identification will begin with the word "go" by the Quizmaster. After the time-limit, the whistle or ring is blown by the time-keeper. The contestants must stop writing and must raise their answer boards. Then, they should not be put down until the scores are recorded and posted on the board or in the score sheet.
- If ties still occur at this stage, a tie-breaking question will again be administered. This will be answered by all contestants with tied scores with the sudden-death rule to apply. However, if all answers are incorrect, another question will be administered.



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(Enclosure No. 3 to Division Memorandum No. 105, s. 2025)

**Opening Program:**

**February 27, 2025**

**8:00 AM at Balay Kauswagan**

A. Preliminaries

Prayer  
National Anthem  
Sagay Hymn  
Welcome Remarks -

**Dannie Clark M. Uguil, CESE**  
OIC- Schools Division Superintendent

Messages

**Hon. Narciso L. Javelosa Jr.**  
Congressman, Second District

Signing of Deed of Donation

Statement of Purpose

**Engr. Vivencio T. Flores**  
Department Head, Office of the LCR

B. Presentation of Contests' Mechanics and Guidelines

**Elizabeth B. Romo**  
EPS-English, OIC- CID

**Jordan T. Beleganio, PhD.**  
EPS-Araling Panlipunan

Closing Message

**Mark Anthony Tan, PhD**  
OIC- Assistant Schools Division Superintendent

C. Contest Proper



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(Enclosure No. 4 to Division Memorandum No. 105, s. 2025)

**List of Committees**

**Executive Committee**

Dannie Clark M. Uguil, CESE  
OIC- Schools Division Superintendent

Mark Anthony Tan, PhD  
OIC- Assistant Schools Division  
Superintendent

**Members:**

Ma. Theresa Q. Bingcang,  
Chief, SGOD

Elizabeth B. Romo  
EPS English

Jordan T. Beleganio, PhD.  
EPS-Araling Panlipunan

Junmarl B. Alconga  
EPS II-Socmob

**Planning and Technical:**

Elizabeth B. Romo  
EPS English

Jordan T. Beleganio, PhD.  
EPS-Araling Panlipunan

Junmarl B. Alconga  
EPS II-SocMob

Registration and Secretariat

Jecen A. Despi  
EPS II-HRDS

Office of the LCR Team

**Judges for Battle of the Brains**

1. Almie S. Gargar
2. Jordan T. Beleganio
3. Rizamie E. Flores

**Quiz Master:** Mary Grace Lee

**Time Keeper:** Kristine Demiar

**Tabulators:**

1. Lorraine A. Diolata
2. Ma. Ister A. Dela Torre
3. Visitation Tajanlangit

**Judges for Second Extemporaneous  
Speaking Contest**

1. Elizabeth B. Romo
2. Jecen A. Despi
3. Junmarl B. Alconga
4. Hon. Roldan Gamao

**Certificates and Awards Committee**

1. Kristele Ann Malundo
2. Princess Harney Basa
3. Junmarl B. Alconga



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(Enclosure No. 5 to Division Memorandum No. 105, s. 2025)

**Updated Schedule for the Conduct of Free Civil Registration for Learners**

Name of School	Schedule of Distribution	Proposed Time
1. Raynor D. Mesa ES	<b>February 13, 2025</b>	8:00 -10:00 AM
2. Ricardo L. Gamboa ES		10:00 -12:00 noon
3. Sir Arthur Cooper ES		1:00 PM -onwards
4. Lopez Jaena ES	<b>February 14, 2025</b>	8:00 -10:00 AM
5. Alfredo E. Marañon ES		10:00 -12:00 noon
6. Bato Central ES		1:00 PM -3:00 PM
7. Briones Salcedo ES		3:00-5:00 PM
8. Talusan ES	<b>February 19, 2025</b>	8:00 -12:00 Noon
9. Bulanon ES		1:00 -5:00 PM
10. Old Sagay E/S	<b>February 21, 2025</b>	8:00 -12:00 Noon
11. MA Lopez ES		1:00 -5:00 PM
12. Buenaventura ES	<b>February 22, 2025</b>	8:00 -12:00 Noon
13. Jose B. Puey ES		1:00 -5:00 PM

**Note:** On February 21 and 22, the Free Civil Registration for learners from **Old Sagay ES, Ma. Lopez, BV Rodriguez ES, and Jose B. Puey ES** will be held at the Old DepEd Office for the PSA CRS Mobile Outlet.