



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

Division Advisory No. **035**, s. 2024
March 7, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd SDO Capiz officials,
personnel/staff, as well as the concerned public.
(Visit www.depedcapiz.ph)

Attached is the letter from **Borres Youth Leadership Institute, Inc.**,
regarding **12th Batang Capiznon Awards – Search for the Ten Outstanding Students of Capiz (TOSOC) 2024**. Participation to the activity is voluntary and
must adhere with DepEd Order No. 9, s. 2005 titled *“Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith”* and
DepEd Order No. 22, s. 2023 titled *“Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024”*.

For more information, please contact:

BORRES YOUTH LEADERSHIP INSTITUTE, INC.

Unit 1, 2nd Floor, EAS Bldg. II, Magallanes St.,
Roxas City, Capiz

byli.philippines@gmail.com

Mobile No: 09491948248/ 09164805399



Address: Banica, Roxas City
Contact Number: (036) 6518 456 / 0968 869 5867
Email Address: capiz@deped.gov.ph



JEPED. DIVISION OF LOCAL
RECORDS SECTION
RECEIVED
DATE: MAR 06 2024.

BORRES YOUTH LEADERSHIP INSTITUTE, Inc.

A decade of forming and empowering young leaders para sa Kabataan, Diyos at Bayan.

March 4, 2024

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Marketing

ANTHONY H. COLMO
Director for Partnership & Linkages

AWARDS AND RECOGNITIONS

NATIONAL AWARDEE, 4th Villar SIPAG YOUTH
POVERTY REDUCTION CHALLENGE
(July 2021)

2017 OUTSTANDING VOLUNTEER AWARD
WESTERN VISAYAS (Organization Category)
(NEDA Region VI and Philippine National Volunteer
Service Coordinating Agency, September 8, 2017,
Kalibo, Aklan)

FINALIST, SAN MIGUEL CORPORATION GRANT
COMPETITION
(Angat Buhay Youth Summit,
August 14, 2017, Quezon City)

JCI PRESIDENTIAL AWARD
(JCI Roxas – Makawili, February 24, 2017,
Roxas City)

MARAMING SALAMAT PO AWARD
(DSWD Regional Office VI, April 26, 2010, Bago City,
Negros Occidental)

MIGUEL MAC D. APOSIN, Ed.D., CESO V

Schools Division Superintendent
Division of Capiz
Banica, Roxas City

ATTN: Youth Formation Division

SUBJECT: REQUEST FOR NEW ADVISORY OF TOSOC 2024 PROGRAM

Dear Schools Division Superintendent Aposin:

The Borres Youth Leadership Institute (BYLI), Inc., a non-stock, non-profit organization of dynamic and passionate volunteer professionals and students is pleased to request for an advisory for its upcoming project – the **12th Batang Capiznon Awards – Search for the Ten Outstanding Students of Capiz (TOSOC) 2024.**

Attached are the Memorandum of Agreement and TOSOC 2024 Invitation Kit for proper dissemination to the different High Schools, public and private, in the Province of Capiz.

Should there be questions kindly contact 0961-647-0005 or email at byli.philippines@gmail.com or byli.tosoc@gmail.com.

Thank you.

Very truly yours,


DR. ANNA MAY E. CANDELARIO
President and CEO, BYLI

"Commit your activities to the Lord, and your plans will be achieved." (Proverbs 16:3)

Iloilo City Office: B3, L42, Centennial Homes, Jaro, Iloilo City, Philippines 5000

Roxas City Office: Unit 1, 2nd Floor, EAS Building II, Magallanes Street

Roxas City, Capiz, Philippines 5800

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12th Batang Capiznon Awards

Search for the Ten Outstanding Students of Capiz (TOSOC) 2024

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ABOUT TOSOC

The Batang Capiznon Award is a search for the Ten Outstanding Students of Capiz (TOSOC) launched in 2013. It is an initiative of the Borres Youth Leadership Institute, Inc. whose primary goal is to create a community of outstanding volunteer students and later as professionals in Capiz who will take an active role in nation-building by recognizing their exemplary academic performance, contribution to student leadership and deep sense of social responsibility.



OBJECTIVES

The award aims to:

1. **recognize** the exemplary performance of the students in their studies, contribution to student leadership and deep sense of social responsibility;
2. **equip** students with necessary skills, attitudes, values and national identity through holistic leadership formation;
3. **provide** a venue to empower and prepare the students to take active leadership roles in nation-building through community advocacy projects;
4. **create** a community of outstanding volunteer students through the organization of TOSOC Circle;

RULES AND MECHANICS

I. Who may apply?

- a. The award is open to all graduating students in the senior high school (Grade 12) and college students (4th year or 5th year) both from public and private schools, colleges and universities situated in the Province of Capiz and recognized by the Department of Education – Capiz and Roxas City Division and the Commission on Higher Education.
- b. There shall be two (2) categories: SECONDARY AND TERTIARY CATEGORIES.
- c. Each school, college or university in the **tertiary category** may send NOT MORE THAN SIX (6) nominees. For the **secondary category**, the number of nominees will be based on the number of enrolled high school students in **Grade 12** with following bracket:

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Total Number of Grade 12 Enrollees (A.Y. 2023-2024, 2 nd Semester)	No. of Nominees Allowed
Population below 250	1
250 but not more than 500	Not more than 2
501 but not more than 1,000	Not more than 3
More than 1,000	Not more than 4

II. Qualification and Documentary Requirements

NO.	QUALIFICATION	DOCUMENTARY REQUIREMENTS
1	A Filipino citizen;	(must be stated in the Application Form - 1 original & 2 photocopies)
2	A bona fide graduating senior highschool (Grade 12) or college student for academic year 2023-2024	(must be stated in the Letter of Nomination - 1 original copy)
3	Nominated by the school, college or university;	<ul style="list-style-type: none"> Letter of Nomination from the School Head/ Principal/ Dean/Director of Student Affairs (1 original copy)
4	Resident of the Province of Capiz;	<ul style="list-style-type: none"> Certificate of Residency from the Punong Barangay (1 original copy)
5	Has not been subjected to any disciplinary action or obtained derogatory record.	<ul style="list-style-type: none"> Good moral character issued by the school guidance counselor/ principal/dean/school head (1 original copy)
6	Must be available and willing to participate in all TOSOC activities; and commit to the post-TOSOC implementation of advocacy plan.	<ul style="list-style-type: none"> (must be stated/declared in the Application Form)
7	Must be willing to be a BYLI volunteer/member and comply with post-TOSOC programs/activities.	<ul style="list-style-type: none"> (must be stated/declared in the Application Form)
8	Has an outstanding academic record and must not have obtained any DROPPED or FAILING GRADE. Any INC must have a completion grade; and	<ul style="list-style-type: none"> Certified True Copies of Scholastic Records/Transcript of Records/ Copy of Grades/Form 137/SF 10 (1 original copy) Certificate indicating the GWA/GPA (1 original copy) Certificate stating the highest honor received in a given quarter/semester/school year (1 original copy) <p>See details in the next page.</p>
9	An outstanding student in co- curricular and extra-curricular activities (non-academic awards, attendance in seminars/trainings & positions held in organizations);	<ul style="list-style-type: none"> LIST OF CO- AND EXTRA-CURRICULAR ACTIVITIES <ol style="list-style-type: none"> Non-academic recognition and awards Seminars and Trainings Leadership Positions
10	Involved in community service activities;	<ul style="list-style-type: none"> LIST OF COMMUNITY OUTREACH PROGRAMS, PROJECTS AND ACTIVITIES <p>(All must be stated in the APPLICATION FORM with supporting documents)</p>

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OTHER DETAILS OF DOCUMENTARY REQUIREMENTS															
1	Submit 1 original accomplished Application Form and 2 photocopies.														
2	<p>The Principal/School Head/Student Affairs Director AND the adviser or coach shall execute a JOIN SWORN AFFIDAVIT duly notarized stating that:</p> <ul style="list-style-type: none">Each of the documents, certificates and other relevant supporting documents submitted is in satisfaction and compliance with the requirements set by the Borres Youth Leadership Institute, Inc. for the 12th Batang Capiznon Awards – Search for the Ten Outstanding Students of Capiz (TOSOC) 2024;Each document is an authentic copy of the original, complete and all data/information therein are true and correct to the best of their knowledge and belief;They assume responsibility and accountability on the validity and authenticity of the documents submitted; <p>NOTE: See Joint Sworn Statement Form for your easy reference.</p>														
3	<ul style="list-style-type: none">As to the Scholastic Records/ Transcript of Records/ Copy of Grades/Form 137/SF 10:<ul style="list-style-type: none">Secondary Category: from Grades 7 to 11 ONLYTertiary Category: 1st Semester of 1st year up to 1st Semester of 4th year (or 1st Semester of 5th year)Certificate indicating GWA/GPA (in percentage or point grade) signed by school authorities<ul style="list-style-type: none">Secondary Category: TOTAL GWA/GPA from Grades 7 to 11 onlyTertiary Category: TOTAL GWA/GPA from 1st Semester of 1st year up to 1st Semester of 4th year (or 1st Semester of 5th year) <p>NOTE: GWA/GPA should not include NSTP/CWTS/P.E. and THEOLOGY/ RELIGIOUS STUDIES/CHRISTIAN LIVING in the computation of the average for TERTIARY CATEGORY ONLY.</p>														
4	<p>Bid/scrap book must contain all the application requirements and must be arranged with page number in the following order:</p> <table><thead><tr><th><u>CONTENT</u></th><th><u>PAGE NO.</u></th></tr></thead><tbody><tr><td>• Letter of Nomination</td><td>1</td></tr><tr><td>• Certificate of Residency</td><td>2</td></tr><tr><td>• Certificate of Good Moral Character</td><td>3</td></tr><tr><td>• Certified True Copies of Scholastic Records/ Transcript of Records/Copy of Grades/Form 137/SF 10</td><td>4</td></tr><tr><td>• Certificate indicating the GWA/GPA</td><td>5</td></tr><tr><td>• Application Form</td><td>6</td></tr></tbody></table> <ul style="list-style-type: none">Academic Honors, e.g. First Honors, Second Honors, Third Honors, with highest honors, with high honors, with honors (for secondary category only)Non-Academic Recognitions and AwardsTrainings and Seminars AttendedLeadership PositionsInvolvement in Community Outreach Programs, Projects and Activities <p>(SUPPORTING DOCUMENTS/EVIDENCE MUST BE SUBMITTED IN CERTIFIED TRUE COPY AND MUST BE ATTACHED EVERY AFTER CERTIFICATE)</p> <p>NOTE: bid/scrap book size must not exceed to a ¼ sized illustration board.</p>	<u>CONTENT</u>	<u>PAGE NO.</u>	• Letter of Nomination	1	• Certificate of Residency	2	• Certificate of Good Moral Character	3	• Certified True Copies of Scholastic Records/ Transcript of Records/Copy of Grades/Form 137/SF 10	4	• Certificate indicating the GWA/GPA	5	• Application Form	6
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- 5 Supporting documents/evidence as to submission of bid/scrapbook MUST include **CERTIFIED TRUE COPIES OF CERTIFICATES AND ANY** of the following:

NON-ACADEMIC RECOGNITIONS AND AWARDS

- Medals and Trophies (provide a clear close-up photo of the medal/trophy with caption and a photograph of the awarding ceremony);
- Photos (properly labeled and with caption describing the activity and the participation of the nominee);
- Program of the awarding ceremony stating the name of the applicant.

TRAININGS AND SEMINARS

- Memorandum from the organizing body;
- Letter of invitation from the organizing body;
- Photos (properly labeled and with caption describing the activity and the participation of the nominee, in case of group shot the nominee must be highlighted and identified);
- Program of the organizing body;
- Certificate of Appearance;
- Travel Order/Waiver;
- Newspaper clippings (properly labeled/identified AND certified by proper school authorities);
- Screenshots of the participant (with the nominee highlighted and identified)

LEADERSHIP POSITIONS

- Oath of Office;
- List of Officers signed by the Adviser and Principal (for school level);
- News articles/newspaper clippings (properly labeled/identified AND certified by proper school authorities);
- Photo of oath taking ceremony;
- Accomplishment report;

NOTE:

Academic and non-academic honors, recognitions and awards, trainings and seminars attended, leadership positions and community involvement activities listed in the application form WITHOUT any CERTIFIED TRUE COPIES of supporting documents/evidence shall NOT BE GIVEN ANY CREDIT.

NOTE:

1. ONLY the required documents must be submitted.
2. Supporting documents **must be certified as true copies** by the school/college/university officials (Principal, Assistant Principal, Dean, Office of the Student Affairs or any person authorized by the school to certify and must be properly labeled with corresponding page number based on the order in the application form.
3. ALL submitted documents except one original copy of the application form shall be returned by the Screening Committee only after the Awarding Ceremony.

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4. Due to numerous nominees, ONLY the top twenty (20) finalists, both in the secondary and tertiary categories, shall be notified to participate in the panel interview and other TOSOC activities.
5. Those who have been awarded as finalists and awardees of the previous TOSOC Awards of any category shall not be eligible to apply for future TOSOC Awards. (Amended by the TOSOC Project Team and Approved by the BYLI Board of Trustees per BOT Resolution No. 22-025 s. 2022 dated March 31, 2022)
6. As a form of a privilege, those who qualified in the top twenty (20), both in the secondary and tertiary categories, shall **automatically become a member** of the TOSOC Circle and of the Borres Youth Leadership Institute (BYLI) for one (1) year where payment of membership fee of P500.00 shall be **WAIVED**. Membership in BYLI the following year may be renewed subject to payment of the annual membership fee.

III. Criteria

a. For screening the nominees and selecting the top twenty (20) FINALISTS in both categories:

i. **ACADEMIC PERFORMANCE (30 POINTS)**

1. Secondary Category
 - a. GPA/GWA
 - b. Academic Honors/Awards (1st, 2nd, 3rd Honors, etc. or with highest honors, with high honors and with honors)
2. Tertiary Category
 - a. GPA/GWA ONLY

ii. **CO- AND EXTRA-CURRICULAR ACTIVITIES (30 POINTS)**

1. Curricular/Non-Academic Recognition/Awards
2. Seminars and Trainings Attended
3. Leadership Positions in Organizations

iii. **COMMUNITY OUTREACH PROGRAMS, PROJECTS & ACTIVITIES (40 POINTS)**

1. Involvement in Community Outreach PPAs

TOTAL - 100 POINTS

a. For selecting the top ten (10) AWARDEES (SECONDARY CATEGORY and TERTIARY CATEGORY)

i. ACCUMULATED POINTS AS FINALISTS	- 10 POINTS
ii. EXTERNAL PANEL INTERVIEW	- 30 POINTS
iii. PAG-ULOPDANAY (A Leadership and Team Building Formation)	- 60 POINTS
TOTAL	100 POINTS

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IV. Prizes

a. TOP 20 FINALISTS

- i. Certificate of Recognition to the Finalists
- ii. Certificate of Recognition to the Official Adviser/Coach
- iii. Certificate of Recognition to the Participating Schools

b. AWARDEES

- i. TOSOC Trophy
- ii. TOSOC Medal
- iii. Plaque of Recognition to the Awardees

c. SPECIAL AWARDS (MEDALS AND CERTIFICATES)

- i. TOSOC Writer Award (On-the-Spot Essay Writing)
- ii. TOSOC Artist Award (Best in Scrapbook/Bid Book)
- iii. TOSOC Speaker Award (Best in External Panel Interview)

V. Schedule of Activities

DATE	ACTIVITY
April 12, 2024, 5:00 P.M.	Deadline of submission of all nominations at BYLI Roxas Office at Unit 1, 2 nd Floor, EAS Building II, Magallanes Street, Roxas City. NOTE: 1 point shall be deducted from the total score for every 15 minutes late.
April 13 – 26, 2024	Screening and Notification of Nominees
May 5, 2024	Radio Interview, Photo and Video Shoot of TOSOC 2024 Finalists (Secondary Category)
May 12, 2024	Radio Interview, Photo and Video Shoot of TOSOC 2024 Finalists (Tertiary Category)
June 3, 2024	Advocacy Session
June 6-10, 2024	Pag-ulopdanay (a stay-in leadership & teambuilding formation for the finalists). Venue: TBA
June 7, 2024 1:30 PM	External Panel Interview
June 9, 2024 3:00 PM	TOSOC Alumni Interaction
June 10, 2024 7:00 AM	TOSOC Outreach
June 10, 2024 1:00 PM	Awarding Ceremony Venue: TBA

“The mark of an outstanding leader is not based on the number of the awards, medals and certificates but by his attitude and character as a person and by what other people in the community have become because of his achievements.”

– **Atty. Mark D. Borres, Founder, BYLI**



12th Batang Capiznon Awards

Search for the Ten Outstanding Students of Capiz (TOSOC) 2024

APPLICATION FORM – SECONDARY CATEGORY



PLEASE FILL OUT THE FORM LEGIBLY.

(Revised Form February 25, 2024)

NOT FOR SALE – MAY BE REPRODUCED

1. Surname: _____ 2. Gender: [M] [F]
First Name: _____ 3. Height: _____
Middle Name: _____ 4. Weight: _____
Nickname: _____ 5. Birthdate: _____
6. Birthplace: _____ 7. T- Shirt Size: _____
8. Residence/Mailing Address: _____
9. Email Address: _____
10. Mobile No.: _____ 11. Religion: _____
12. School : _____ 13. Address: _____

Passport-sized photo

Date taken: _____

11. Health/Food Restrictions:

14. Emergency Contact

Name:

Relationship:

Address:

Contact No.:

15. Father's Name

Occupation:

16. Mother's Name

Occupation:

17. Educational Background

Name of School/University

Inclusive Dates

Highest Academic Honors Received

Elementary

18. ACADEMIC PERFORMANCE

A. GWA/GPA (Grade 7 to Grade 11)

B. ACADEMIC HONORS (1st Honors, 2nd Honors, etc. or with highest honors, with high honors, with honors)

Grade

Honors (1st Honors, 2nd Honors, etc. or with highest honors, with high honors, with honors)

Supporting Document Attached

Page Number of the Supporting Document

7

8

9

10

11

19. CO- AND EXTRA-CURRICULAR ACTIVITIES

A. Leadership Positions (use extra sheets (8.5"x13") if necessary, using the same format)

Position

Name of Organization/Office

Level
(International, national, regional, division/provincial, district/city/municipal and school)

Supporting Document Attached
(certificates/photos/newspaper clippings, etc.)

Page Number of the Supporting Document

1.

2.

3.

B. Seminars/Trainings (use extra sheets (8.5"x13") if necessary, using the same format)

Title of the Seminar/Trainings

Date & Venue

Conducted by:

Level

Supporting Document Attached

Page Number of the Supporting Document

1.

2.

3.

C. Non-Academic Awards & Recognitions Received (use extra sheets (8.5"x13") if necessary, using the same format)

Name/Title of the Award

Date Given

Award Giving Body

Level

Supporting Document Attached

Page Number of the Supporting Document

1.

2.

3.

20. COMMUNITY INVOLVEMENT [use extra sheets (8.5"x13") if necessary, using the same format]

Title of the Activity

Venue

Date

Level

Supporting Document Attached

Page Number of the Supporting Document

1.

2.

3.

21. Special Skills or Talent

22. Character References (not related within the third degree of consanguinity or affinity)

Name

Occupation/Designation

Name of Office and Address

Tel./Mobile No.

1.

2.

3.

23. How did you know about the program?

Newspaper: _____ Radio: _____ Magazine: _____ Internet: _____ Others [pls. Indicate]: _____

24. Have you ever been convicted of any crime involving moral turpitude? [] No [] Yes

If yes, please indicate the nature and status. _____

SWORN STATEMENT

I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I likewise declare that any false information given or stated may constitute a ground for disqualification for the Batang Capiznon Award – a search for the Ten Outstanding Students of Capiz. Moreover, I hereby commit myself to participate in all TOSOC activities including the post-TOSOC implementation of batch advocacy plan. Further, I willingly and wittingly commit myself to be a BYLI volunteer/member and comply with post-TOSOC and BYLI programs/activities as part of the advocacy for nation-building.

Lastly, I subscribe and agree that the Borres Youth Leadership Institute (BYLI), Inc. has the sole prerogative to select the finalist for the Batang Capiznon Award – a search for the Ten Outstanding Students of Capiz and its decision is final and executory.

IN WITNESS hereof, I am executing and signing this statement voluntarily without compulsion.

Name & Signature of Applicant/Nominee

Name & Signature of Parent/Guardian

Doc. No.: _____;
Page No.: _____;
Book No.: _____;
Series of 2024.

NOTARY PUBLIC

NO.	QUALIFICATION	DOCUMENTARY REQUIREMENTS
1	A Filipino citizen;	<ul style="list-style-type: none">(must be stated in the Application Form - 1 original & 2 photocopies)
2	A bona fide graduating senior high school (Grade 12) or college student for academic year 2023-2024	<ul style="list-style-type: none">(must be stated in the Letter of Nomination - 1 original copy)
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4	Resident of the Province of Capiz;	<ul style="list-style-type: none">Certificate of Residency from the Punong Barangay (1 original copy)
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9	An outstanding student in co- curricular and extra-curricular activities (non-academic awards, attendance in seminars/trainings & positions held in organizations);	<ul style="list-style-type: none">LIST OF CO- AND EXTRA- CURRICULAR ACTIVITIES<ul style="list-style-type: none">a. Non-academic recognition and awardsb. Seminars and Trainingsc. Leadership PositionsLIST OF COMMUNITY OUTREACH PROGRAMS, PROJECTS, AND ACTIVITIES <p>(All must be stated in the APPLICATION FORM with supporting documents)</p>
10	Involved in community service activities;	

NOTE: PLEASE GET A COPY OF THE INVITATION KIT FOR THE COMPLETE DETAILS OF DOCUMENTARY REQUIREMENTS AND LIST OF SUPPORTING DOCUMENTS.

SCHEDULE OF ACTIVITIES

DATE	ACTIVITY
April 12, 2024, 5:00 P.M..	Deadline of submission of all nominations at BYLI Roxas Office at Unit 1, 2 nd Floor, EAS Building II Magallanes Street, Roxas City. <i>NOTE: 1 point shall be deducted from the total score for every 15 minutes late.</i>
April 13 – 26, 2024	Screening and Notification of Nominees
May 5, 2024	Radio Interview, Photo and Video Shoot of TOSOC 2024 Finalists (Secondary Category)
May 12, 2024	Radio Interview, Photo and Video Shoot of TOSOC 2024 Finalists (Tertiary Category)
June 3, 2024	Advocacy Session
June 6-10, 2024	Pag-ulopdanay (a stay-in leadership & team building formation for the finalists). Venue: TBA
June 7, 2024 1:30 PM	External Panel Interview
June 9, 2024 3:00 PM	TOSOC Alumni Interaction
June 10, 2024 7:00 AM	TOSOC Outreach Activity
June 10, 2024 1:00 PM	Awarding Ceremony Venue: TBA