



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

November 26, 2024

DIVISION MEMORANDUM

No. 1754 s. 2024

DIVISION PAROL-MAKING COMPETITION 2024

To: OIC, Office of the Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
OIC Chief, School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary, and Integrated Schools

1. In relation to the letter from the Office of the Provincial Governor regarding the Capiz Christmas Festival with the theme “Paskwa sang Maragtas”, this office will conduct the **Division Parol-Making Competition**.
2. Participants are the secondary students from public, private, and integrated schools within the Division of Capiz.
3. The school shall create a technical working group who shall have the authority to disqualify entries that will violate any of the stated guidelines. Moreover, for the provincial level competition, another technical working group shall also be created by the management to ensure that guidelines are strictly followed
4. Attached is the contest rules and guidelines, Criteria for Judging and Prizes for the Parol-Making Competition.



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5. Travel expenses of the participants incurred during the conduct of this activity are chargeable against school MOOE funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

LUZ U. BANSON EdD, CESE
OIC, Office of the Schools Division Superintendent
In-Charge of the Division

Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subject:

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PAROL-MAKING COMPETITION
Contest Rules and Guidelines

1. The *parol*-making competition is spearheaded by the Capiz Provincial Government through the Provincial Tourism and Cultural Affairs Office in partnership with the Department of Education Capiz Division and Roxas City Division. This shall be participated by secondary students from public, private, and integrated schools within the Roxas City and Capiz Divisions. Entries should feature Filipino-inspired Christmas designs centered on the theme *Paskwa sang Maragtas*.
2. Schools shall conduct an intra-school *parol*-making competition. It shall be done from December 2-4, 2024.
3. The winner of the intra-school *parol*-making competition will serve as the school's official entry for the provincial-level competition, which will be submitted to the Provincial Tourism and Cultural Affairs Office (PTCAO). Among the provincial entries, the Top 5 winners will be selected, along with 10 consolation prize recipients.
4. Each participating group shall consist of a minimum of 2 and a maximum of 5 members of students per group.
5. Non-winning parols shall be turned over to the city / municipal tourism office and shall be displayed by the LGUs in their respective town plaza.
6. Schools must ensure that the *parols* are made by the students. Video documentation showing the process—from preparation, through the making, to the finished product—must be submitted. A 5-minute time-lapse video should be uploaded to Google Drive, following the file format (nameofschool_division_city/municipality). The video, along with the required forms, should be sent to the email provided by Provincial Tourism and Cultural Affairs Office (PTCAO).
7. All *parol* entries shall be in a 5-point star shape or a Filipino-inspired design with a ring. The size shall be **4 ft. in diameter and a maximum of 1.5 ft. in thickness**. The tail of the *parol* is optional with a **maximum of 2 ft. in length**.
8. The design or decoration of the *parol* entries shall be a combination of indigenous, recyclable and/or recycled materials. (*Indigenous materials are materials that are naturally and locally found in the province, such as but not limited to, shells, wood, seeds, among others.*)



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9. The color of the parol shall be a combination of various natural colors of the indigenous and recycled materials used. Use of synthetic colors shall not be allowed (*paint, dye, varnish, among others*).
10. The parol must have lighting. However, live fire is not allowed.
11. The submission of the intra-school winning parols for the provincial competition will be on **December 6, 2024 at the venue to be announced by the organizer**. Changes and enhancement of the parol is not allowed once submitted.
12. Mounting and display of the parols including materials shall be the responsibility of the participating schools. Safety measures shall be observed to prevent accidents and ensure the well-being of participants and spectators.
13. Judging of the parols will be on **December 7, 2024**.
14. Announcement of Top 5 winners and 10 consolation prizes will be on **December 30, 2024**, at a venue that will be announced by the organizers.
15. For the intra-school level competition, schools shall create a technical working group who shall have the authority to disqualify entries that will violate any of the above-mentioned guidelines. Moreover, for the provincial level competition, another technical working group shall also be created by Capiz Provincial Tourism and Cultural Affairs Office to ensure that guidelines are strictly followed. Its duties and responsibilities include the power to disqualify the participants who did not meet any of the above-mentioned provision.
16. Ranking system will be followed. In case of a tie, a point system will be used. If another tie arises using the point system, the entry with the most number of top ranks among the judges will be declared winner.
17. The decision of the Board of Judges is final, irrevocable and non-appealable.
18. For further queries regarding the Parol-Making Competition, please contact your respective Division focal persons.



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CRITERIA FOR JUDGING:

Creative use of materials	- 25%
Relevance to the theme (<i>Paskwa sang Maragtas</i>)	- 25%
Visual Impact	- 20%
Artistry and Harmony of Structural Elements	- 20%
Craftmanship and Durability	- 10%
Total	- 100%

PRIZES – PROVINCIAL LEVEL COMPETITION

1st Place	– ₱ 25,000.00 (participants) + plaque (school) + certificate (participants)
2nd Place	– ₱ 20, 000.00 (participants) + plaque (school) + certificate (participants)
3rd Place	– ₱ 15, 000.00 (participants) + plaque (school) + certificate (participants)
4th Place	– ₱ 10, 000.00 (participants) + plaque (school) + certificate (participants)
5th Place	– ₱ 5, 000.00 (participants) + plaque (school) + certificate (participants)

10 Consolation Prizes – ₱ 2,000.00 (*participants*) + **certificate**

*All winners in the school level shall receive Php 2,000.00 each and a certificate of recognition.
Likewise, participating schools shall also receive a certificate of recognition.*



Republic of the Philippines
Province of Capiz
**Capiz Provincial Government
OFFICE OF THE GOVERNOR**

RECEIVED DIVISION OF CAPIZ
RECORDS SECTION
RECORDED

SEP 23 2024

DATE: _____
BY: _____

September 23, 2024

MIGUEL MAC D. APOSIN EdD, CESO V

Schools Division Superintendent

Division of Capiz

Banica, Roxas City, Capiz

Dear Dr. Aposin:

Foremost, the Capiz Provincial Government (CPG) would like to express its utmost gratitude for your esteemed support and cooperation in last year's celebration of Paskwa sang Maragtas. The success of the celebration is made possible through your active involvement and our unified efforts.

This year, the CPG will once again spearhead the month-long celebration of the yuletide season in the Province of Capiz dubbed as Paskwa sang Maragtas: Capiz Christmas Festival with the aim to make the entire province as a Christmas Village attraction. This festive occasion will be held on December 1-31, 2024, showcasing the vibrant lighting displays and decorations, artistry and craftsmanship, and the culture of Capisnons in celebrating Christmas. Paskwa sang Maragtas: Capiz Christmas Festival is composed of various concepts and component activities that will provide opportunities to be immersed in the culture and create an enjoyable experience to Capisnons, as well as to the tourists and visitors in the province.

In this regard, we believe that the shared involvement of Department of Education - Division of Capiz to this endeavor will underpin the success of this celebration. Thus, we invite the schools in your division to participate in the **Parol-Making Competition**, a component activity of the said Christmas Festival where secondary students from public, private, and integrated schools shall design parols revolving on the theme "Paskwa sang Maragtas". The guidelines for the aforementioned competition are also attached for your reference. Moreover, your presence is very much expected to the opening of the **Paskwa sang Maragtas: Capiz Christmas Festival** on **December 1, 2024**.

May our joint efforts in this event strengthen our linkages and deepen the Capisnons' appreciation towards our own cultural heritage. We are looking forward to your usual support and positive response to this request. Thank you.

Sincerely,


FRENIL H. CASTRO