



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division Office of Bulacan

May 24, 2023

OFFICE MEMORANDUM

No. 023, s.2023

**BIGGEST LOSER CHALLENGE SDO EDITION**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Unit Heads  
Division Personnel  
All others concerned

1. Pursuant to Division Memorandum No. 110, s.2021 on Health and Wellness Programs, which supports activities for the improvement of employees' wellbeing, and in compliance to the latest statement released by the CSC stressing the need of government offices to put in place measures to promote a healthy workplace to create a productive workforce, this Division Office shall conduct Biggest Loser Challenge, SDO Edition which shall run for 16 weeks, from 1<sup>st</sup> week of June to last week of September, 2023.
2. The activity aims to:
  - encourage the employees to practice healthy lifestyle and habits;
  - reduce the risk of some potentially serious health problems like high blood pressure, diabetes, heart health issues, strokes, chronic diseases and mental health problems;
  - enhance awareness on the importance of physical and mental well-being;
  - assist in fitness training and diet planning and counseling; and
  - promote the utilization of the gym equipment in support to the wellness program of the division office.
3. Participants to this activity are all the employees of the Schools Division Office with Body Mass Index (BMI) more than 25%, without health issues that may raise concern during the duration of the challenge, and with medical clearance signed by the Medical Officer.
4. Attached is the guidelines and mechanics for the Biggest Loser Challenge and the composition of the Technical Working Group for reference. (See Enclosure 1 and 2)
5. All transactions and services shall not be interrupted during the conduct of activity in accordance with RA 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018.
6. Expenses to be incurred in the conduct of the said activity shall be charged against GAD Fund 2023, subject to the usual accounting and auditing rules and regulations.





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7. It is expected that all participants observe the minimum health standard protocols in compliance to omnibus guidelines on the implementation of community quarantine in the Philippines for the management of emerging infectious disease as pre-emptive interventions to combat Covid-19.
8. Immediate dissemination of this Memorandum is desired.

Digitally signed by  
Valderama Cecilia Enriquez  
Date: 2023.05.26 11:01:00  
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**CECILIA E. VALDERAMA, PhD**  
Asst. Schools Division Superintendent





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**Enclosure No. 1 TO Office Memorandum No. 023 s. 2023**

**BIGGEST LOSER CHALLENGE SDO BULACAN EDITION**  
**GUIDELINES AND MECHANICS**

**Guidelines and Mechanics**

1. All SDO employees who meet the following criteria are enjoined to participate in the "Biggest Loser Challenge 2023":
  - a. With BMI more than 25%
  - b. Willing to take the challenge of losing unwanted and unneeded pounds, and with signed informed consent.
  - c. Without health issues that may raise concern during the duration of the challenge
  - d. With medical clearance issued by the Medical Office.
2. Groupings for the challenge shall be the ff:
  - a. ASDS Office, SDS Office, Legal Office, IT, COA, and Supply Unit
  - b. Accounting Unit/ Budget/Payroll Unit
  - c. Personnel Unit/ Records Unit
  - d. School Health Section
  - e. SGOD Office
  - f. LRMSD/ EPS/ALS
  - g. PSDS
3. All participants shall be subjected to initial weigh-in on the first day of the challenge. Official weigh-ins shall be recorded and posted for reference.
4. All participants shall be weighed every month. Initial weigh-in on the first day of the challenge, and the succeeding weigh-ins shall be done on the last Fridays of the month. Weigh-ins are mandatory for all to qualify for the cash prizes.
5. During the monthly weigh-in, 6 participants from each group with greatest weight loss shall compete with other teams. The top 3 groups with greatest accumulated weight loss for the month shall receive the





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following additional points to be added to their score at the end of the competition: (weight loss shall be based on the initial weigh-in)

- Top 1: 5 points
  - Top 2: 3 points
  - Top 3: 2 points
6. All participants shall be encouraged to conduct individual and group activities to support weight loss challenge. Documentation of activities conducted may be submitted to the Technical Working Committee.
  7. Participants shall be encouraged to join and lead the Zumba exercises conducted during Mondays and Thursdays.
  8. All participants shall be invited to have a session with the fitness coach to assist them with appropriate fitness training.
  9. All participants shall be encouraged to consult the invited Registered Nutritionist-Dietitian for counseling and assistance in creating individual meal plans, giving priority to the participants of the Biggest Loser challenge.
  10. The result of the individual competition shall be based on the percentage of the bodyweight lost computed after the final weigh-in. The participant with the highest percentage of weight lost shall be considered the winner. In the case of a tie, kilograms lost, effort and activities done during the duration of the contest shall be considered.
  11. The Technical Working Committee may disqualify participants who are not able to comply with the given guidelines and mechanics, and who are deemed unfit to continue with the challenge.
  12. The result for the group category shall be based on the average percentage of the weight loss of the top 6 members of the group. The group with the highest average weight loss shall be the winner. In the case of a tie, kilograms lost, effort and activities done during the duration of the contest shall be considered.
  13. Certificates and cash prizes shall be given to the winners:

Individual Category:





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- First place winner (Php 5000.00)
- Second place winner (Php 3000.00)
- Third place winner (Php 2000.00)

Group Category:

- First place winner (Php 12,000.00)
- Second place winner (Php 8,500.00)
- Third place winner (Php 6000.00)

14. Special awards and cash prizes shall be given to the following:

- Group with the greatest number of weight loss activities and best practices conducted (Php 3000.00)
- Group with the greatest number of attendances logged in the fitness gym (Php 3000.00)
- Participant with greatest number of attendances logged in the fitness gym (Php 2000.00)





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Enclosure No. 2 TO Office Memorandum No. 220 s. 2023

**MEMBERS OF THE TECHNICAL WORKING COMMITTEE**

<b>CHAIRMAN</b>	<b>Carlo Angelo P. Castillo</b>
<b>WELLNESS FOCAL PERSONS</b>	<b>Karen Lyn Gonzales</b> <b>Mylene Dela Cruz</b> <b>Marites Evangelista</b>
<b>MEMBERS</b>	<b>Shirley Burgos</b> <b>Bernadette De Jesus</b> <b>Jei Ann Mariano</b> <b>Mae Lyn Delos Santos</b> <b>Anita Apostol</b> <b>Kathleen Ruth Rabusa</b> <b>Ma. Elaine De Guzman</b>

