



Republic of the Philippines  
Department of Education  
REGION III  
SCHOOLS DIVISION OF BULACAN

October 7, 2024

**DIVISION MEMORANDUM**

No. 434, s. 2024

**DIVISION POSTER MAKING CONTEST (ELEMENTARY LEVEL) AND  
SHORT FILM MAKING COMPETITION (SECONDARY LEVEL)**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
School Health Section  
All Others Concerned


1. Pursuant to DepEd Order No. 48, s. 2016, the Department of Education issues the enclosed Policy and Guidelines on Comprehensive Tobacco Control for the effective implementation of a cohesive and comprehensive tobacco control program to promote a healthy environment in and around schools, and among DepEd Offices. Hence, this Office announces the conduct of the Division On-the Spot Poster Making Contest and Short Film Making Competition on November 15, 2024, at 8:00 am onwards at Schools Division Office of Bulacan Conference Hall.
2. Materials to be used in the conduct of the On-the Spot Poster Making Contest shall be provided on the said date. Participants are as follows:
  - a. One (1) Grade V or VI Elementary Learner currently enrolled in any public elementary schools in the division which is the EDDIS winner/representative.
  - b. One (1) Teacher Coach to accompany the contestant
3. For the Short Film Making Competition for secondary level, participants are as follows:
  - a. Five (5) Secondary Learner currently enrolled in any public secondary schools in the division which is the EDDIS winner/representative.
  - b. One (1) Teacher Coach to submit the entry.
4. EDDIS Chairs (public schools district supervisors group for the elementary level, and secondary school heads for the secondary level) are expected to arrange the EDDIS level competition to come up with the EDDIS entry for the division level competition. EDDIS level competition shall be conducted on or before the end of October, 2024. Report on the results of the EDDIS level competition shall be submitted to the School Health Section.

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5. This Memorandum shall serve as the Travel Authority of all participants.
6. Enclosed are the Guidelines and Mechanics of the contest.
7. Adherent to DepEd Order No. 9, s 2005 on Instituting Measures to Increase Engaged on Time-On Task and Ensuring Compliance Therewith, school heads of concerned participants are expected to arrange class schedule that may be affected, if any, due to the participation of teacher-coaches to this activity.
8. Health protocols and precautions shall be observed at all times in the conduct of this activity.
9. All expenses to be incurred relative to the conduct of the activity shall be charged against School MOOE and/or available local funds subject to usual government auditing and accounting rules and regulations.
10. Immediate and widest dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent



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Enclosure No.1 to Division Memorandum No. 434, s 2024

**GUIDELINES AND MECHANICS OF THE 2024 DIVISION WORLD FOOD DAY  
 ON-THE-SPOT POSTER MAKING CONTEST**

1. The poster should be an original creation of the contestant depicting the given theme of the contest, which will be written outside, and not incorporated in the artwork. There must be a 1-inch border on all sides, and the theme shall be written above or outside the border. Contestant who will not follow instruction will automatically be disqualified.
2. Contestants are required to wear their uniform throughout the contest.
3. The materials for the Poster Making Contest, an illustration board (15"x20"), oil pastel and pentel pen.
4. Judging shall immediately commence after entries have been completed based on the allotted time. Coaches and guardians are not allowed inside the venue during the contest proper. Only the Board of Judges (BOJ), Technical Working Group and Secretariat are allowed inside the contest area while evaluation is ongoing.
5. The decision of the BOJ shall be final and irrevocable. However, if the winner has been proven to commit misconduct (i.e. plagiarism, or any form of cheating), the award shall be withdrawn.
6. Criteria for Judging:  
 Only the Best Three posters shall be selected as Division Winners based on the following criteria:

a. Originality.	.....20%
b. Creativity	.....30%
c. Visual Impact	.....20%
d. Relevance to the Theme.	.....20%
e. Cleanliness	.....10%
TOTAL	.....100%



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Enclosure No.2 to Division Memorandum No. 434, s 2024

**GUIDELINES AND MECHANICS FOR THE SHORT FILM MAKING CONTEST ON  
THE EFFECTS AND PREVENTION OF SUBSTANCE ABUSE**

1. Interested secondary schools shall prepare a short film not exceeding 5 minutes which shall encapsulate substance abuse effect on teenagers, and school implementation of National Drug Education Program.
2. The short film may involve maximum of 5 learners to portray characters/roles. This excludes the videographer and editing team.
3. Learners involved in the making of the video shall be required to submit parental consent.
4. The short film shall not contain scenes portraying violence, sex and nudity, and profane or obscene language.
5. The actual intake of illegal drugs as well as the preparation shall not be shown.
6. EDDIS chairs are requested to facilitate the EDDIS level judging of the short films, and submit their chosen entry to the Division Office through the NDEP Focal Persons.
7. The NDEP Focal Persons and Technical Working Committee, with 1-2 representatives from partner agencies or NGO's shall evaluate the entries from participating schools.
8. The criteria for judging shall be the following:

● Content -	30%
● Creativity and Originality-	20%
● Technical Quality -	20%
● Audience Engagement-	10%
● Cinematography -	10%
● Editing -	5%
● Audio, Music, Sound Effect-	5%
Total	100%
9. The school with the highest score in the evaluation process shall win as the contest.
10. Certificates and plaques shall be awarded to the winners, coaches, school heads and NDEP coordinators of the winning schools.