



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

ADVISORY

**Re: Division Memorandum No. 061, s. 2026
(February 13, 2026)**

**ANNOUNCEMENT OF OFFICIAL PARTICIPANTS, CRITERIA FOR JUDGING,
AND SUBMISSION OF PARENTAL CONSENT FORM FOR THE
DIGITAL POSTER MAKING CONTEST 36th CIVIL
REGISTRATION MONTH CELEBRATION**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Concerned Public Schools District Supervisors
Concerned Secondary School Heads
All Others Concerned

1. In reference to **Division Memorandum No. 061, s. 2026**, entitled "*Invitation to Participate in the Digital Poster Making Contest for the 36th Civil Registration Month Celebration*," this Office through the School Governance and Operations Division hereby announces the **official participants, criteria for judging, and additional compliance requirements** for the said activity.
2. Please be informed that **only the following Three (3) Secondary Schools** have **signified their intent** to participate in the **Digital Poster Making Contest** to be conducted on **February 20, 2026, at 1:00 PM** at the **National Identification (NID) Fixed Registration Center (FRC), Clemente Building, Jesalva St., Talisay, Sorsogon City**:

School Name	Name of Participant	Designation/Grade Level
1. Cumadcad NHS	Orly Marchan	SHS Student
	Jayson Cabrera	Teacher/Coach
2. Mayon NHS	Irish Mangampo	SHS Student
	Cazel Joy C. Oliva	Teacher/Coach
3. Celso F. Falcotelo NHS	Gwyn D. Goyena	SHS Student
	Ela C. Fragio	Teacher/Coach

3. Entries shall be evaluated based on the following criteria, adopted from the **Philippine Statistics Authority (PSA)** guidelines:

Relevance to the Theme – 30%

Creativity and Visual Impact

(Original design, appealing colors, and engaging layout) – 25%



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Clarity and Organization

(Easy-to-read information and logical flow of visuals and text) – 20%

Technical Quality

(Clean design, proper spacing, and good resolution) – 15%

Overall Presentation

(Professional look and strong visual appeal) – 10%

TOTAL – 100%

4. All participating schools are hereby **directed to download and accomplish the Parental Consent Form** (see attachment No. 1) in compliance with **DepEd Order No. 66, s. 2017**, titled “*Implementing Guidelines on the Conduct of Off-Campus Activities*.” The duly accomplished form shall be secured prior to the conduct of the activity and submitted by the concerned school through the designated channel.
5. All concerned schools are advised to ensure that their **designated Senior High School student participant and coach** are properly informed of the activity details, judging criteria, and compliance requirements.
6. **Travel and other incidental expenses** incurred by the participating schools in relation to this activity shall be **charged against the Local Funds/School Maintenance and Other Operating Expenses (MOOE)**, subject to the usual accounting and auditing rules and regulations.
7. This Advisory shall also serve as the **Official Travel Order** of the student participant and coach from the above-mentioned schools for the purpose of attending the Digital Poster Making Contest on the date and venue specified herein.
8. For information, guidance, and compliance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



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Attachment No. 1 to Advisory re: **Division Memorandum No. 061, s. 2026**

PARENT'S/GUARDIAN'S CONSENT FORM

ACTIVITY TITLE: **DIGITAL POSTER MAKING CONTEST FOR THE 36TH CIVIL REGISTRATION MONTH CELEBRATION**

DATE OF ACTIVITY: **FEBRUARY 20, 2026**

VENUE: NATIONAL IDENTIFICATION (NID) FIXED REGISTRATION CENTER (FRC), CLEMENTE BUILDING, JESALVA ST., TALISAY, SORSOGON CITY

NAME OF LEARNER: _____ SEX: _____

PARENT'S/GUARDIAN'S NAME: _____

RELATIONSHIP TO LEARNER: _____

CONTACT NUMBER/S: _____

As the parent/guardian of the abovementioned learner, I hereby acknowledge that I have been informed of the details of the **DIGITAL POSTER MAKING CONTEST FOR THE 36TH CIVIL REGISTRATION MONTH CELEBRATION**

I understand that my child's participation in this activity is voluntary. I understand that he/she will be subject to the regulations of the activity. I agree that my child should follow the instructions of the organizers and should treat other participants with courtesy and respect. I understand that if my child fails to do so, he/she may not be allowed to participate.

Having read the program and set of activities, I hereby confirm that my child is fit to participate in the said activity. I understand that photographs and videos may be taken to document the said event. I give my permission to the organizers to capture or record appropriate images of my child's participation, and to use these on the organization's official platforms provided it observes the Child Protection Policy.

I give my child permission to participate in the **DIGITAL POSTER MAKING CONTEST FOR THE 36TH CIVIL REGISTRATION MONTH CELEBRATION**. I, therefore, waive, release, and discharge the organizers, the Department of Education, its officials, and educational partners of the responsibility arising from any untoward incident beyond their control.

Parent's / Guardian's Signature over Printed Name

Date
