



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION
MEMORANDUM
No. 827, s. 2018

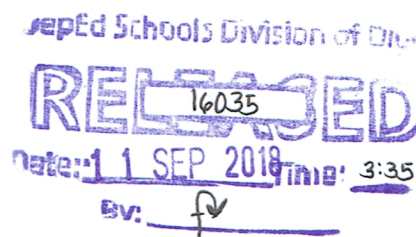
September 11, 2018

**ADVISORY ON THE 118TH ANNIVERSARY OF THE
PHILIPPINE CIVIL SERVICE**

To: **DIVISION PERSONNEL**
PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS, SCHOOL-IN-CHARGE
SCHOOL TEACHER-IN-CHARGE
SCHOOL TEACHING AND NON-TEACHING PERSONNEL

1. Pursuant to the Advisory dated August 27, 2018 issued by Dir. Richard T. Ortiz, Director II, Civil Service Commission Davao del Sur Field Office, DPWH Compound, Lapulapu Street, Barangay Zone III, Digos City, entitle: **"118th Anniversary of the Philippine Civil Service,"** you are hereby directed to obtain a copy of the said Advisory from the Records Unit of this Schools Division Office for purposes of keeping track on the activities to be conducted in relation to this year's celebration.
2. For immediate dissemination and strict compliance.

WINNIE E. BATOON, Ed. D.
Officer in Charge
Office of the Schools Division Superintendent



Encls: as stated
References: Advisory dated August 27, 2018
To be indicated in the Perpetual Index under the following subjects:
SUBJECT: ADVISORY ON THE 118TH ANNIVERSARY OF THE PHILIPPINE CIVIL SERVICE

admin5: Advisory on the 118th Anniversary of the Philippine Civil Service
11 September 2018



CIVIL SERVICE COMMISSION

Davao del Sur Field Office

Currently Serving both Provinces of Davao del Sur and Davao Occidental

ADVISORY

(August 27, 2018)

TO : ALL HEADS OF OFFICES OF NATIONAL GOVERNMENT AGENCIES,
GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS WITH
ORIGINAL CHARTERS, GOVERNMENT FINANCIAL INSTITUTIONS,
LOCAL GOVERNMENT UNITS, STATE COLLEGES

SUBJECT : 118th Philippine Civil Service Anniversary

The entire Philippine bureaucracy will celebrate the 118th Philippine Civil Service Anniversary (PCSA) in the whole month of September 2018 with the theme: ***Lingkod Bayani: Maka-Diyos, Makatao, Makabayan.***

In the provinces of Davao del Sur and Davao Occidental, activities have been initiated by the CSC Davao del Sur Provincial Field Office to highlight the celebration. Government agencies and offices are enjoined to participate in these activities while they are also encouraged to conduct their own activities at their respective agency levels.

The activities already scheduled to be held are as follows:

DISPLAY OF THE 118TH PCSA STREAMER

Agencies are enjoined to hang throughout the entire month of September the 118th PCSA streamer (size: height of 5 feet and width of 6 feet; material: tarpaulin) depicting the design template prescribed by the CSC Central Office but citing the local activities. The template may be accessed from the CSC Davao del Sur Facebook Page (posted on August 27, 2018) or may be requested by e-mail at csc11ddsfo@yahoo.com (Photoshop format is available for quick insertion of agency name and seal).

THE PASSING SCENES: The Past Year at the CSC in Davao del Sur

This is an exhibit that displays the photographs captured in the past year, from September 2017 to August 2018, pertaining to the activities and engagements of the CSC Davao del Sur Provincial Field Office. The exhibit, which this year is of a smaller scale compared with those in the past years, is open for public viewing during office hours (including noon break) starting on September 5, 2018 at the CSC Davao del Sur Provincial Field Office inside the DPWH Compound at Lapu-lapu Street in Digos City. Agency heads are asked to allow their employees interested to view the exhibit to do so on official time.

ON-THE-SPOT ESSAY-WRITING CONTESTS

There are two categories of this contest: one category is for government workers based in the province of Davao del Sur on September 18, 2018, Tuesday, 1:00 P.M. at Digos City National High School, and another category is for government workers based in the province of Davao Occidental a week later on September 25, 2018, Tuesday, 8:30 A.M. at SPAMAST Main Campus in Malita, Davao Occidental. Attached are the rules and mechanics of the contest. This is jointly sponsored with the Provincial Council of Human

Resource Management Practitioners (PCHRMP) of Davao del Sur and Davao Occidental which will provide to each category the cash prizes of P3,000 for the first prize-winner; P2,000 for the second-prize winner; and P1,000 for the third-prize winner

PCHRMP FELLOWSHIP

To be exclusively participated in by PCHRMP members only, this will be on September 26, 2018, Wednesday, at coastal venue to be later announced situated in Sta. Maria, Davao Occidental. Registration will be from 8:00 A.M. to 8:30 A.M. and the fee to be paid to the PCHRMP and for which corresponding official receipt will be issued will be P300.00 to cover snacks, lunch and prizes. A surprise guest will be featured to handle a special topic that is most relevant to the attendees.

R.A.C.E. TO SERVE FUN RUN

This is open to all, whether government employee or not, and it will be on September 30, 2018, Sunday, 5:00 A.M. at SM City Carpark in Ecoland, Matina, Davao City. Categories will be 3K and 5K with a registration fee of P350.00 inclusive of a singlet and a race bib, or P150.00 inclusive of a race bib only. Registration forms have already been distributed to government agencies in Davao del Sur and Davao Occidental but in case additional forms will be needed, these can be obtained from the CSC Davao del Sur Office upon request. Government employees participating in the Fun Run will be entitled to a four-hour Compensatory Overtime Credit. Those interested may contact Ms. Kristina Corpuz of the Human Resource Division, CSC Regional Office at (082) 299 1724 or 299 1727 (landline), 09278262013 (Globe), or 09398967596 (Smart).

AGENCY OR SCHOOL ACTIVITIES

As the Philippine Civil Service Month is the month for all workers in the Philippine civil service, agencies and offices are enjoined to celebrate this occasion with the full participation of all the workforce. Suggested activities are as follows: (1) conferment of loyalty awards, service awards and other employee awards cited in the agency's Program on Awards and Incentives for Service Excellence (PRAISE); testimonial fellowship for this year's retired and retiring employees; (2) outreach, feeding programs; (3) Alay Linis, clean-up drives; (4) conduct of Family Day or Team-Building Activity to include any of the following: sportsfest, cheer dance competition, *paligsahan sa mga larong katutubo*, videoke singing contest, parlor games, movie marathon; (5) skills development lectures like those on cooking/baking, processed food preparation, soap making, and the like; (6) health and wellness activities like zumba, yoga, preparing healthy meals, medical check-up, among others. Agencies are enjoined to send not later than October 15, 2018 a report on their CS Month activities with photos to the CSC Davao del Sur Office, all of which will be included in the province-wide report to be forwarded to the CSC Regional Office.

On this regard, the CSC Davao del Sur Provincial Field Office reaches out to all government officials and employees in this province so as we can all join hands in making this year's PCSA celebration not only enjoyable but truly relevant.


RICHARD T. ORTIZ
Director II

ON-THE-SPOT ESSAY WRITING CONTEST (Davao del Sur Category)

Date and time: September 18, 2018, Tuesday, 1:00 P.M.

Venue: Digos City National High School Main Campus

RULES AND MECHANICS OF THE CONTEST

1. The contest is jointly sponsored by the Civil Service Commission Davao del Sur Provincial Field Office (which sets the rules and mechanics of the contest and decides on the topic of the contest) and the Davao del Sur Provincial Council of Human Resource Management Practitioners [PCHRMP] (which provides the cash prizes for the contest winners).
2. The contest is open to all government officials and employees of agencies based in the province of Davao del Sur, both elective or appointive, whether having permanent, temporary, co-terminus, substitute, casual or contractual status (excluded are those hired through Job Order and Contract of Service schemes). Agencies include national government agencies (including DepEd), local government units, government-owned and controlled corporations, state universities and colleges, and constitutional commissions.
3. Any government agency, excluding the Department of Education, may send one contestant at the least or three contestants at the most, and in no way will a fourth contestant from a government agency be admitted to join the contest. On the other hand, the Department of Education may send only one contestant per school, and in no way will a second contestant from the same school be admitted to join the contest.
4. Not eligible to join the contest are those who won in the PCSA essay-writing contests conducted in 2012, 2013, 2014, 2015, 2016 and 2017 as well as all bona fide members of the PCHRMP.
5. The contest is scheduled in the afternoon of September 18, 2018, Tuesday, in Digos City National High School-Main Campus at Rizal Avenue, Digos City. The exact room will be posted at the entrance gate on the day of the contest. Registration of the contestants will start at 1:00 P.M. Contest instructions, including the topic of the contest, will be presented at exactly 1:30 P.M., after which the contest proper will immediately follow.
6. The contestant will be given a maximum of two and one-half hours to develop an essay revolving around the topic of the contest, which will be provided right before the contest proper will begin, using the English language. All contest entries will be collected two and one-half hours after the start of the contest whether the contestants will be finished or not.
7. Contestant will be provided bond papers to be used during the contest. The contestant will only need to bring either a blue or a black ballpen.
8. The contest criteria are as follows:

Relevance to the topic	-	40%
Organization of ideas	-	30%
Writing style	-	30%
Total	-	100%

Relevance to the topic refers to the content of the essay, particularly how the composition's substance cogently, consistently and tightly revolves around the topic of the essay.

Organization of ideas refers to the manner in which the essay writer masterfully presents and advances his/her opinions and arguments such that the rules on unity, coherence and emphasis required in a good composition are evident and expertly utilized in the entirety of the essay.

Writing style refers to the seamless flow of words in the presentation of ideas, the use of appropriate vocabulary in both literal and figurative language in the advancement of thought, and the effective utilization of a writing technique in the composition: such strategies that not only spark cerebral stimulation but also possibly awaken emotional stirrings on the part of the reader.

9. Their individual scores will be ranked and the consolidated rankings will determine the winnings pieces. The judges' decision will be final.
10. Only the top three highest rankers will be awarded cash prizes donated by the PCHRMP, as follows:

First Prize	-	P3,000
Second Prize	-	P2,000
Third Prize	-	P1,000
11. The results of the contest will be announced not later than the end of the current year. Winners and their respective agency heads will be informed in writing on this regard.

*In celebration of the 118th Philippine Civil Service Anniversary in this month of September 2018.