



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

Number: 279 s. 2024

**2024 LEGISLATIVE AWARENESS WEEK CELEBRATION  
OF THE CITY GOVERNMENT OF VIGAN**

**To:** Private & Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office hereby disseminates the attached invitation on the 2024 Legislative Awareness Week Celebration of the City Government of Vigan, contents of which are self-explanatory.
2. Immediate dissemination of this Memorandum is desired.

*Vilma D. EDA*  
**VILMA D. EDA, CESO V**  
for Schools Division Superintendent *eda*

Encl.: As indicated  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

CONTEST            CELEBRATION



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Republic of the Philippines  
Province of Ilocos Sur  
City of Vigan



August 20, 2024

**MS. VILMA D. EDA, CESO V**  
Schools Division Superintendent  
DepEd-Vigan City Division  
Vigan City, Ilocos Sur

2408-1598  
SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
20 AUG 2024  
RECEIVED  
BY: J339 h

Dear Ms. Eda,

Greetings from the Heritage City of Vigan!


The Sanggunian Panlungsod of Vigan City will be celebrating its annual Legislative Awareness Week starting September 23 to 30, 2024, with this year's theme: **"Empowering Heritage and Culture through Legislative Excellence."** In connection to this, we are inviting public and private schools to join the following academic competitions:

- a. **Heritage Quiz Bee** - Open for elementary students to be held on September 24, 2024, 9:00 in the morning at Vigan Conservation Complex, San Julian Sur, Vigan City; and
- b. **Extemporaneous Speech Competition** - Open for High school students to be held on September 24, 2024, 1:00 in the afternoon at the Sangguniang Panlungsod Session Hall, Vigan City

Attached to this letter are the guidelines for the said competitions for your reference and appropriate dissemination to all public schools for their perusal.

Hoping for your positive response on this request. Thank you and God bless!

Sincerely,

  
**RANDOLF "RANDY" V. SINGSON**  
City Vice Mayor



## Legislative Awareness Week Celebration 2024

### QUIZ VIGAN

#### GUIDELINES:

##### Participants:

1. There shall be one (1) contestant from each public and private **Elementary School**.
2. The contestant may come from any grade or year level from **Elementary**.
3. Each participating school shall have one (1) official coach.

##### Mechanics:

1. Each contestant shall submit their duly signed entry form to the SP Committee on Education (Room 122, Office of SPM Ada Joana Fe Artajos), or thru email [sec.spmartajos@gmail.com](mailto:sec.spmartajos@gmail.com), on or before **September 20, 2024, Friday, 4:30PM**. Printed copies of e-submissions accepted must be provided within end of business day (4:30pm).
2. There shall be three categories: Easy, Average, and Difficult. There shall be 5 items per category. Each correct answer will be given corresponding points, to wit:  
Easy – 1 point, Average – 2 points, Difficult – 3 points.
3. Questions shall be prepared by the SP Committee on Education.
4. Each contestant will be given ten (10) seconds thinking time to write the answer on the illustration board for the Easy and Average Rounds, while fifteen (15) seconds thinking time to write the answer for the Difficult and Clincher Rounds. They must stop writing and raise their hand when the time limit expires.
5. Items in the easy and average rounds shall be in multiple choices whereas those in the difficult rounds shall be in identification type.
6. The coverage of the test items shall be general topics about Vigan which includes *culture, history, arts, geography, structure, resources, cultural and religious events, tourist destinations, etc.*
7. The quizmaster shall read each question twice and the time shall start only after the quizmaster says, "Go."
8. All answers must be spelled correctly to be considered correct. If the answer is a proper noun, capitalization of the first letter of the word is required. Acronyms and shortened words shall not be accepted.
9. After the time limit has expired, each team must show the answer before the quizmaster gives the correct answer. Failure to raise the board during the given time shall correspond to failure or "no answer" for the certain question. The proctors shall

first identify contestants with no answer, then read and acknowledge whether the answers of the remaining teams are correct or not.

10. If the proctors cannot determine the validity of the answer, the board of judges must decide on the matter. The decision of the board of judges is final.
11. The total points after three rounds shall be the contestant's score.
12. The contestant with the highest score shall be declared as the 1<sup>st</sup> place, second highest, 2<sup>nd</sup> place; third highest, 3<sup>rd</sup> place.
13. In case of a tie, a clincher shall be played. It shall be a sudden playoff between or among the contestants with equal scores until a winner emerges.
14. The duly registered coach of the contestant shall be the only person authorized to file a protest. All protests shall be referred to the Board of Judges before the quizmaster reads the next question. No protest shall be entertained by the Board of Judges after the quizmaster has read the next question.

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#### PRIZES

Winner – PhP 5,000.00  
2<sup>nd</sup> place – PhP 3,000.00  
3<sup>rd</sup> place – PhP 2, 000.00

Consolation prize - Php1,000.00 each



## Legislative Awareness Week Celebration 2024

### EXTEMPORANEOUS SPEECH

#### GUIDELINES:

1. The Extemporaneous Speech Contest shall be open to all secondary schools within the City of Vigan. Each participating school shall have one contestant who may come from any year level (JHS/SHS) and one official coach.
2. Formal attire shall be worn by the contestants. **SCHOOL UNIFORMS** shall NOT be allowed.
3. There will be a common theme for the topics and shall be provided on the spot.
4. Each contestant shall be given 3 minutes to prepare for his/her answer and 5 minutes to deliver his/her speech which will revolve around the topic given.
5. The following are the Criteria for Judging:
  - **Analysis of Topic 30%**  
Is the purpose made clear? Is there a clear thesis? Does the speaker stick to the general and exact purpose of the topic? Does the speaker answer the topic drawn?
  - **Organization & Content 25%**  
Is there an effective introduction? Is there an organized body that is appropriate to the purpose of the topic? Are transitions used? Is the organization clear? Do the main points have enough evidence to support them? Is there an effective conclusion?
  - **Language & Delivery 25%**  
Is the language direct and informal? Is there a conversational approach? Does the speaker utilize proper pronunciation and articulation? Does the speaker's voice have an appropriate volume and pitch? Is the delivery performed at a desirable rate?
  - **Presentation 10%**  
Does the speaker maintain eye contact with the audience? Are movements and gestures natural, purposeful and spontaneous? Does the speaker display natural facial expression?
  - **Total Effectiveness 10%**  
Does the speaker convey confidence and poise? Does he or she have a good personal appearance and body posture? Does the speaker keep the audience's attention?
6. The decision of the board of judges is final and irrevocable.

## CONTEST PROCEDURE

1. For the Timekeeper
  - A timekeeper shall be designated to record the time consumed by each contestant in delivering his/her speech.
  - When 3 minutes speaking time is over, the timekeeper shall give a signal to the contestant by raising a cardboard with a tag of "3 minutes is over". The contestant shall stop delivering his/her message when the timekeeper rings the bell which signals "5 minutes is over."
  - The timekeeper shall also be the one to signal to the contest coordinator/facilitator to prepare the next speaker.
2. The order of appearance will be drawn before the contest begins.
3. A waiting area for the contestants shall be made available while waiting for their turn.
4. Contestants will introduce him/herself and announce the topic to the judges after which he/she will signal the timekeeper of the start of the speech.
5. While one contestant is delivering the speech, the next contestant, upon the signal of the timer and facilitator, shall be given the topic to be delivered and will also be provided ample thinking time to prepare and organize the speech that he/she will deliver.
6. A contestant may be disqualified if he/she brings any notes or other written speech material on the contest venue and waiting area.
7. Each contestant shall be judged, using the rating sheet provided.
8. Ranking system shall determine the final tally of results. The individual score sheets of judges shall be summed up and ranked for final tabulation. In case of a tie, the averaging system shall be applied for the concerned contestants in order to break the tie.

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