
	Department of Education Region III <b>DIVISION OF CITY SCHOOLS</b> Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-QF-OSDS- SDS-003  Revision: 00  Effectivity date: 10/31/2018
	<b>DIVISION MEMORANDUM</b>		Name of Office: <b>OSDS - SDS</b>

RELEASED

August 15, 2019

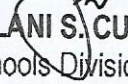
**DIVISION MEMORANDUM**  
 No. 275, s. 2019

AUG 15 2019  
 DepEd Angeles City  
 Division of City Schools

**SUBMISSION OF W.A.T.C.H. CLUB AND OTHER W.A.T.C.H. REPORTS**  
**(We Advocate Time Consciousness and Honesty)**

**To:** Heads of Public Elementary and Secondary Schools

1. Attached is DepEd Memorandum No. 088, s. 2019 entitled "Submission of W.A.T.C.H Club and Other W.A.T.C.H. Reports (We Advocate Time Consciousness and Honesty) for information and guidance.
2. Your attention is invited to paragraph 3 for the schedule of activities for the 2019 W.A.T.C.H. implementation.
4. **Immediate** dissemination of this Memorandum is desired.

  
**LEILANI S. CUNANAN, CESO V**  
 Schools Division Superintendent

lv/chiefsod

04 # 232

**"SMILES BRIGHT, SERVES RIGHT"**





Republic of the Philippines  
**Department of Education**

23 JUL 2019

DepEd MEMORANDUM  
No. **088**, s. 2019

**SUBMISSION OF W.A.T.C.H. CLUB AND OTHER W.A.T.C.H. REPORTS**  
**(We Advocate Time Consciousness and Honesty)**

To: Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) issued DepEd Memorandum No. 410, s. 2009 entitled **Guidelines on the Establishment of a W.A.T.C.H. School (We Advocate Time Consciousness and Honesty)** to strengthen the values of punctuality and honesty in the Department. This is pursuant to Administrative Order No. 255 and Presidential Proclamation No. 1782 entitled **Declaring the Month of June as W.A.T.C.H. Month**.

2. The major goal of the W.A.T.C.H. program is to push forward the recognition of punctuality and honesty as two core values in promoting renewal and development.

3. The schedule of activities for the 2019 W.A.T.C.H. implementation is as follows:

Schedule	Activity
August 30, 2019	Submission of Pre-Entry Form
September 15, 2019	Submission of Entries
October–November 2019	Validation of 2019 Best Project W.A.T.C.H. Schools
December 2019	Conduct of 2019 Project W.A.T.C.H. National Awarding Ceremonies

4. All W.A.T.C.H. advocates are enjoined to submit their reports on W.A.T.C.H. Clubs and other accomplishments in preparation for the upcoming **2019 National Search for The Outstanding W.A.T.C.H. Schools** using the updated W.A.T.C.H. logo provided in Enclosure No. 1. Entries must contain an 8-minute W.A.T.C.H. audio video presentation (AVP) in mp4 format, saved to a USB flash drive. The content of said video shall follow the guidelines contained in Enclosure No. 2.



5. Supporting documents such as certificates, pictures, programs, and narrative reports of accomplishments shall be addressed to:

**Tonisito M.C. Umali Esq.**

Undersecretary

Legislative Affairs, External Partnerships and Project Management Service

Department of Education Central Office

DepEd Complex, Meralco Avenue, Pasig City

Telephone No.: (02) 633-1940

Attention:

**Mr. Romeo B. Parayno**

External Partnerships Service-Special Events Unit

Telephone Nos.: (02) 637-5832 or 34

Email Address: spapo2012@gmail.com

6. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Memorandum Nos.: (410, s. 2009); 159, s. 2017 and 141, s. 2018

To be indicated in the Perpetual Index  
under the following subjects:

CAMPAIGN

LOGO

OFFICIALS

PROGRAMS

REPORTS

SCHOOLS

SEARCH

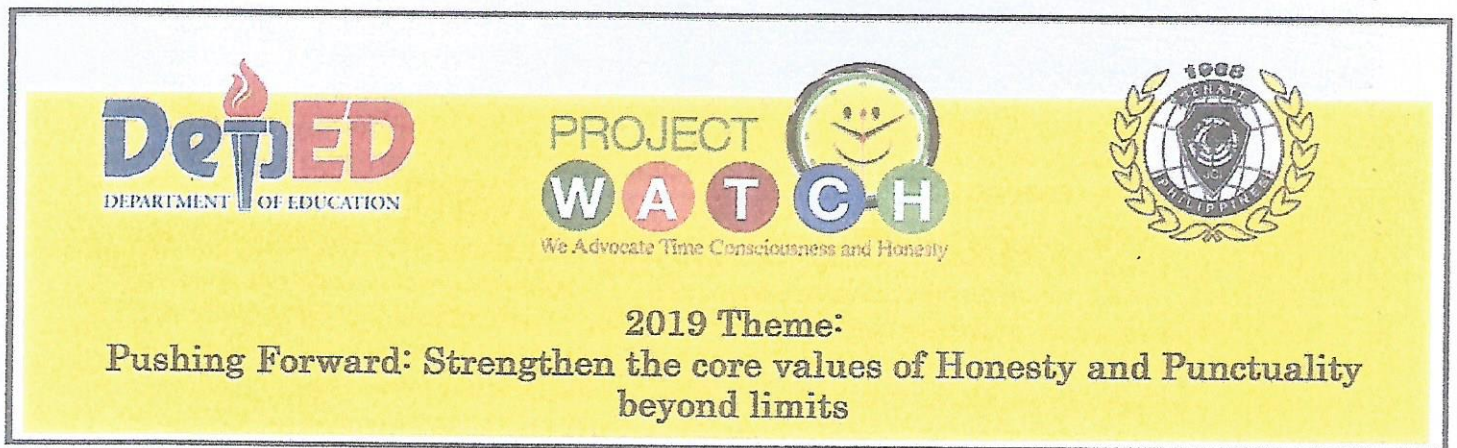


UPDATED W.A.T.C.H. LOGOS

Marketing / Promotional Collaterals



Banners



*glad*



**GUIDELINES ON THE 2019 PROJECT W.A.T.C.H: SUBMISSION OF ENTRIES**

• **PRE-ENTRY FORM (SUBMIT ON OR BEFORE AUGUST 30, 2019)**

The following pre-entry information must be submitted by the School Coordinator or School Principal noted by JCI Senate Chapter Officer (contact details may be found below) on or before **August 30, 2019**.

**NATIONWIDE SEARCH FOR W.A.T.C.H. SCHOOL**  
Public and Private Elementary / High School

\*\*\*Please fill all applicable spaces. Print legibly. Tick appropriate boxes.  
Indicate N/A if not applicable. DO NOT ABBREVIATE.

<b>Name of School</b>		<b>School I.D.</b>	
<b>School Address</b>			
<b>School Email Address</b>			
<b>Region</b>	<b>Division</b>	<b>School Contact No.</b>	
<input type="checkbox"/> Public <input type="checkbox"/> Private		<b>No. of Enrollees</b> <input type="text"/> <input type="text"/>	
		<b>Elementary</b> <b>High School</b>	
<b>Assisting JCI Senate Chapter</b>		<b>Address</b>	
		<b>Contact No.</b>	
		<b>Email Address</b>	
		<b>Name of Officer</b>	
<b>W.A.T.C.H. Vice Chairman</b>			
<b>Contact No.</b>			
<b>Materials Submitted</b>			
<input type="checkbox"/> Scrapbook <input type="checkbox"/> AVP in Flash Drive		<input type="checkbox"/> Audio File of W.A.T.C.H. Jingle <input type="checkbox"/> File of W.A.T.C.H. Month "Best School Implementer" in Flash Drive	
<b>Pre-Entry Date Filed</b>			

The Department of Education External Partnerships Service-Special Events Unit (EPS-SEU) is collecting school data and personal data (name, email address, contact number, etc.) for the purpose of this Search.

The collected personal data shall be used solely by the Office and shall not be forwarded to external parties, unless in case of an emergency. The records shall be maintained and disposed in accordance with the established procedures of the Department in records handling.

*glad*



## • SCRAPBOOK

The following are the guidelines on the creation and submission of the scrapbook:

1. The contents of the scrapbook must support and substantiate the entry for Project W.A.T.C.H.;
2. Outside dimensions must not exceed **11" x 14"** (28 cm x 35.5 cm);
3. Any type of scrapbook is acceptable as long as it conforms to the specified outside dimensions;
4. The minimum number of pages per scrapbook shall be 60 pages and the maximum shall be 100 pages;
5. A page shall be one side of a sheet of paper. The maximum size of a page shall be the size of the scrapbook (11" x 14" or 28 cm x 35.5 cm). Foldout pages, gatefolds, etc. are not permitted;
6. Each page of the scrapbook shall be numbered. The first two (2) pages shall serve as cover page and table of contents, respectively. These pages **are not included** in the required number of pages.
7. Multiple page documents such as awards, bulletins, manuals, newsletters, magazines, copies of correspondences and other related documents are permitted and will be counted as one page.

The 100-page scrapbook must consist of comprehensive narrative reports about the school's advocacy, planning and implementation of trainings/orientations and activities, and curriculum integration, related to Project W.A.T.C.H.

All attendance sheets, pictures, and other related evidence with regard to the narrative reports shall be included as appendix. Appendices are **not included** in the scrapbook page requirement.

Further, attendance sheets for different activities need may be displayed and checked during the validation; and

8. The scrapbook should have a label on its front cover not exceeding **7.6 cm x 12.7 cm** (3" x 5") indicating the following information:

### **PROJECT W.A.T.C.H. 2019**

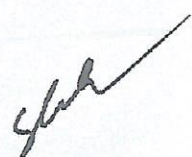
Region/ Division

Name of submitting school

School Head/ Contact Number

School Coordinator / Contact Number

Mailing address of submitting school





## • VIDEO DOCUMENTATION

The following are the requirements on the creation and submission of the video documentation:

1. Must be a high-quality Audio-Visual Presentation in mp4 format;
2. Saved in flash drive (use of CDs/ DVDs is discouraged); and
3. Time duration must not be more than 8 minutes.

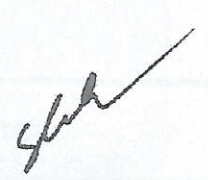
## • SPECIAL AWARD FOR BEST W.A.T.C.H. JINGLE

The entry for best W.A.T.C.H. Jingle is optional. However, all schools are encouraged to send their W.A.T.C.H. Jingle entry.

The following guidelines shall be observed for the preparation, submission, and judging of entries for the Best W.A.T.C.H. Jingle:

1. The Jingle must be about PROJECT W.A.T.C.H.  
No school must be identified with the song or lyrics, as the winning entry will be used as the official Jingle of Project W.A.T.C.H.
2. Time duration must not exceed three (3) minutes;
3. The jingle entry may either be in Filipino or English language.
4. The jingle entry must be an original composition. Students and teachers are encouraged to collaborate and perform the jingle. Any musical accompaniment may be used.
5. Only **ONE** entry per school may be submitted. The entry shall be submitted in mp3 format, and saved in flash drive using the title of jingle entry as its file name;
6. The lyrics and a short description of the jingle entry must be included in the flash drive in Word file format; and
7. The name of school, number of participants and number/kind of instruments used must be included in the said Word file format.
8. The Criteria for judging shall be as follows:
  - a. Uniqueness – 25%
  - b. Lyrics – 25%
  - c. Melody – 25%
  - d. Commercial Appeal – 25%

The decision of the board of judges will be final and irrevocable.





• **SPECIAL AWARD FOR BEST W.A.T.C.H. KICK-OFF PROGRAM**

The Kick-Off Launch of Project W.A.T.C.H is highly encouraged but optional. This award is a special category applicable to all the schools who will be participating during the nationwide Project W.A.T.C.H. Kick-Off on **June 24, 2019**.

1. The special award shall be given to the school that shall best exhibit, on the day of the kick off, the practices that aim to strengthen punctuality and honesty that the school plans to implement for the whole year.
2. The said kick off shall involve students, teachers, staff, stakeholders, and other members of the community. Most number of involved participants will receive high merits.
3. Entries must be saved in the similar flash drive thru DEPED External Partnerships Unit-Special Events Unit (EPS-SEU) including the following:
  - a. Labeled folders based on different activities;
  - b. If the school decides to put a video, the video must be in .mp4 format with seven (7) minutes maximum running time;
  - c. The following information: name of school, number of participants / stakeholders; and
  - d. A narrative describing the preparations and implementation done relative to the Project W.A.T.C.H. Kick Off conducted by the school.

• **GENERAL GUIDELINES**

1. All the required documents, including the video documentations and jingle, shall be placed **in one flash drive only**;
2. Organize and label the said documents inside the flash drive;
3. Place all materials for submission inside an envelope and label the envelope with the following information:

**PROJECT W.A.T.C.H. 2019**

Region/ Division

Name of submitting school

School Head/ Office Contact Number

School Coordinator /Office Contact Number

Mailing address of submitting school;

4. Place the same information at the back page of the front cover of the scrapbook (info in item #8 says front cover - please check); and
5. Submit all the requirements on or before **September 15, 2019**.

*gub*



## • JUDGING PROCESS

The W.A.T.C.H. Judging Committee will choose 10 Best School Implementers in Elementary and 10 Best School Implementers in High School following the set criteria for judging. All chosen schools will be notified for validation by the Validation Team.

### CRITERIA FOR JUDGING:

- Project Undertaken:
  - Advocacy (Barangay/ Community) - 30%
  - Training Orientation (Teachers, PTA, others) - 20%
- W.A.T.C.H. Club Activities (Enrichment) - 20%
- Curriculum Integration - 30%

## • 2019 JCI SENATE COUNTERPART

NAME	POSITION	EMAIL ADDRESS	MOBILE NUMBER
JCI Senator Ayen Garcia	Project Chairperson	creativemediamax@gmailcom	09178612873/ 09272682656
JCI Senator. Mike Sim	Vice Chairman – North & Central Luzon	mikesim528@gmail.com	09288388388
JCI Senator. Ernest Evangelista	Vice Chairman - Visayas	eeconsult05@yahoo.com	09155009292
JCI Senator Richard Eric Tandoc	Vice Chairman - Mindanao	richarderictandoc@yahoo.com	09177004096
JCI Senator. Jun Albo	Vice Chairman – Bicol Region & South Luzon	junalbo@yahoo.com	09209207216
JCI Senator Jamela Santos	Vice Chairperson - NCR	jamela_168@yahoo.com	09178995081
JCI Senator Rosalind Ngo	Treasurer and Validation Head	rosalind118@yahoo.com	09178108882

\*\*\*Please treat the email addresses and mobile numbers of the abovementioned JCI personnel with strict confidentiality. Consent must be obtained before giving them to personnel from other offices and external parties. Thank you very much.