



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
**DEPARTMENT OF EDUCATION**  
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JUL 21 2004

DepED MEMORANDUM  
No. 311, s. 2004

**NATIONAL VOLUNTEER MONTH**

To: Bureau Directors  
Regional Directors  
Schools Division/ City Superintendents  
Heads, Public and Private Elementary and Secondary Schools

1. Pursuant to Presidential Proclamation No. 55 issued on December 5, 1988 mandating the celebration of National Volunteer Month (NVM) in December of each year, the Philippine National Volunteer Service Coordinating Agency (PNVSCA), as the focal agency of the celebration, encourages its partners and the public to come up with initiatives and activities for the celebration.
2. The National Volunteer Month (NVM) celebration aims to:
  - a. build a nationwide awareness and appreciation of volunteerism and the role it plays in the social, economic and political development of the country;
  - b. create the environment for bolstering voluntary action in development; and
  - c. recognize the noble acts of volunteerism by individuals, families, institutions and communities as vital partners in economic and community development.
3. As part of the celebration, the PNVSCA conducts a yearly Search for Outstanding Volunteers (SOV) to recognize and highlight the exemplary performance of Filipino volunteers in their chosen fields. Likewise, the agency has put up a calendar of events that includes activities of individuals, groups and organizations for NVM. Enclosed are materials about the Program and the Search for reference.
4. For more information, please contact Ms. Corazon Alma G. De Leon, President, International Social Service Philippine Network and Honorary Chair, NVM Steering Committee or Mr. Romulo L. Neri, Secretary of Socio Economic Planning and Chair, NVM Steering Committee, Philippine National Volunteer Service Coordinating Agency, NEDA Complex, EDSA, Quezon City at tel. no. (02) 927-68-51 or telefax no. (02) 929-63-76 or at website: [www.pnvzca.neda.gov.ph](http://www.pnvzca.neda.gov.ph); e:mail address: [ppis@pnvzca.neda.gov.ph](mailto:ppis@pnvzca.neda.gov.ph).
5. Immediate dissemination of this Memorandum is desired.

  
EDILBERTO C. DE JESUS  
Secretary

*"Educating for a Strong Republic"*

lilian/dm-nat.volunteermnth  
Compt. Shiela  
July 12, 2004

Encls.: As stated

Reference: DepED Memorandum : No. 283, s. 2002

Allotment: 1 -(D.O. 50-97)

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

BUREAUS & OFFICES  
CELEBRATIONS & FESTIVALS

### C. Volunteer Exchange Program

The Volunteer Exchange Program enables the Philippines to also contribute to community-building and cultural enrichment in other developing countries through the dispatch of Filipino professionals as Volunteer Development Workers.

- **The United Nations Volunteers**

This is a volunteer program implemented by the United Nations Development Programme (UNDP). The UNV Programme has two components:

a. **The Volunteer Exchange** which involves the placement of foreign volunteers to the Philippines and the fielding of Filipino volunteers in other countries to share skills and technologies for community development and institution building and assist in humanitarian and peace efforts. Aside from their expertise, the volunteers also share their culture with their host communities just as they learn from them and take back these learnings in their home countries.

b. **The National United Nations Volunteer (NUNV)** which promotes the utilization of UNV-supported Filipino volunteers in implementing development projects of national agencies and non-government organizations in the Philippines. The projects underscore UNV's current thrusts in environment, urbanization and peacekeeping.

- **The VSO-Bahaginan**

This is a program of the UK-based Voluntary Service Overseas (VSO). It taps local professionals from the Philippines and Kenya to assist community development projects in VSO host countries in Africa, Asia, Eastern and Central Europe. It provides technical assistance in the fields of agriculture, health, community work forestry, program management and others.

### WHO CAN APPLY

- **For volunteer assistance**  
Government agencies, non-government organizations, academic institutions and community-based organizations in need of technical assistance for an on-going development project.
- **For volunteer post**  
Skilled professionals in good health, can adapt to any working environment; willing to work full-time as a volunteer and with a commitment to helping people and communities.

### HOW TO APPLY

- **For volunteer assistance**  
Submit Volunteer Request Form (available on request) to PNVSCA
- **For volunteer post:**  
Submit resume/curriculum vitae and letter of application to PNVSCA.

**For inquiries/applications, please contact:**

PNVSCA  
VEDA Complex, P.O. Box 912, Quezon City  
Tel. No. 336-2927-6831  
Telex: 336-6576  
E-mail: pnvsc@nshb.ncl

# Philippine National Volunteer Service Coordinating Agency



*"Promoting community development  
through volunteerism"*

## OTHER FORMS OF RECOGNITION

The NVM Steering Committee will also confer VOLUNTEER LIFETIME ACHIEVEMENT AWARDS to individuals and groups

- > who have consistently contributed through their lifetime - time, effort and resources to addressing issues and problems of local or national significance;
- > who have mobilized others to support volunteer causes;
- > who play significant roles in promoting the practice of volunteerism and give a positive representation of volunteerism as a development tool; and
- > who are regarded as models or examples of volunteering.

## INCENTIVES TO AWARDEES

Regional awardees will receive certificates of recognition.

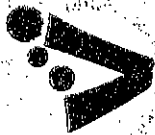
National awardees will receive trophies and will be provided round-trip transportation and accommodation for their attendance in the awarding ceremony.

## AWARDING CEREMONY

Awards will be conferred in Manila on 17 December 2004 as part of the celebration of National Volunteer Month and PNVSCA 40<sup>th</sup> anniversary.

## REGIONAL SEARCH COMMITTEES

- RD JUAN B. NGALOB**  
NRO-CAR, Botanical Garden  
Leonard Wood Road, Baguio City, Tel. No. (074)442-77-57
- RD LEONARDO N. QUITOS, JR.**  
NRO I, 2500 Guentaro Road  
San Fernando, La Union, Tel. No. (072)9888-55-01
- RD MILAGROS A. RIMANDO**  
NRO II, NEDA Building, Regional Government Center  
Cang, Tuguegarao, Cagayan, Tel. No. (078)846-72-90
- RD REMIGIO A. MERCADO**  
NRO III, 2<sup>nd</sup> Floor, Hyatt Garden Building  
San Fernando, Pampanga, Tel. No. (045)983-67-72
- ONC-RD SEVERINO C. SANTOS**  
NRO IV-A CALABARZON, NEDA Complex  
EDSA, Quezon City, Tel. No. (02)929-60-44
- RD OSKAR D. BALBASTRO**  
NRO IV-B MIMAROPA, NEDA Complex  
EDSA, Quezon City, Tel. No. (02) 928-55-12
- RD MARLENE CATALINA P. RODRIGUEZ**  
NRO V, Airnbay, Legaspi City, Tel. No. (052)482-02-52
- RD TRUMAN T. CAINGLET**  
NRO VI, Fort San Pedro, Iloilo City, Tel. No. (033)337-68-40
- RD JOSE ROMEO C. ESCANDOR**  
NRO VII, Government Center, Sudion  
Lahug, Cebu City, Tel. No. (032)414-75-00
- RD BUENAVENTURA C. GO-SOCO**  
NRO VIII, Government Center, Candahug  
Palo, Leyte, Tel. No. (053)323-30-94 to 95
- RD RAFAEL G. EVANGELISTA**  
NRO IX, Justos R.J. Lim Boulevard  
Zamboanga City, Tel. No. (082)991-69-65
- RD CASHMIRA V. BALANDRA**  
NRO X, RDC Building, cor. Capistrano - Echerm Street  
Cagayan de Oro City, Tel. No. (0882)272-34-36
- ONC-RD INCASO J. AGUSTIN**  
NRO XI, 2/F, GB Cam Building, corner Alvarez-Monteverde Streets  
Davao City, Tel. No. (082)221-64-76
- RD HADJA SITTE MARIAM (Ma. Lourdes) D. LIM**  
NRO XII, Regional Government Center  
Cotabato City, Tel. No. (084)421-31-45
- RD CARMENCITA S. COCHINGCO**  
NRO-CARAGA, Nimita Tu Building  
J. Rosales Street, Butuan City, Tel. No. (085)815-11-83
- ED DIAMADEL DUMAGAY**  
ARMM Regional Planning & Development Office  
ARMM Compound, Cotabato City, Tel. No. (084)421-13-89
- Director MANUEL Q. GOTIS**  
Bureau of Local Government Development  
Department of the Interior and Local Government  
EDSA corner Mapagmahal Street



# Search for Outstanding Volunteers

in celebration of  
**National Volunteer Month**  
**December 2004**



Philippine National Volunteer Service Coordinating Agency  
NEDA Complex, EDSA, Quezon City  
Tel. No. (02)927-68-51; Telefax No. (02)929-63-76  
E-mail: [pnvscas@pnvscaneda.gov.ph](mailto:pnvscas@pnvscaneda.gov.ph)  
Website: <http://www.pnvscaneda.gov.ph>

## OVERVIEW

Volunteers play a vital role in development, offering freely their services without expecting any financial gain. Volunteers are inspired both by the desire to provide the service needed by their partners and the need to become part of the community and society. The personal commitment of time, effort and resources made by volunteers is a valuable contribution to the improvement of the quality of life of the people. The leaders of tomorrow are among these volunteers.

Executive Order No. 635 which created the Philippine National Volunteer Service Coordinating Agency as the country's focal agency on volunteer matters; the declarations of the United Nations of the celebration of International Volunteer Day every December 5 and International Year of Volunteers in 2001 and the Philippine Government's own declaration of December of every year as National Volunteer Month, all aim to recognize the noble acts of volunteers, thus providing the framework for the institutionalization of the Search for Outstanding Volunteers (SOV).

The Search for Outstanding Volunteers aims to highlight and recognize the exemplary performance and dedication to service of Filipino volunteers in building strong communities across the country through volunteerism.

## CATEGORIES OF THE SEARCH

The Search covers all Filipinos, individual (adult and youth categories) and organizations (group category), who currently provide voluntary service in the Philippines.

For purposes of the Search, a youth volunteer is anyone from age fifteen (15) to twenty-five (25) years.

## NOMINATION PROCESS

Nomination forms can be obtained from the following agencies:

- Philippine National Volunteer Service Coordinating Agency (PNVSCA)
- NEDA Regional Offices
- Commission on Higher Education (CHED) and their Regional Offices
- Department of Education (DepEd) and their Regional Offices
- Department of the Interior and Local Government (DILG) and their Regional Offices
- Regional Planning and Development Office of the Autonomous Region of Muslim Mindanao (ARMM)

Forms may also be downloaded at [www.pnvsca.neda.gov.ph](http://www.pnvsca.neda.gov.ph). The forms are given free and may be reproduced.

Individuals and organizations, groups or institutions can nominate and can make only one (1) nomination. Members of the SOV National and Regional Search Committees are not eligible to nominate. Volunteers and volunteer organizations cannot nominate themselves. Individuals and groups who have been recipients of SOV national awards in previous years can no longer be nominated.

The following documents should be submitted in two (2) copies:

- Duly accomplished nomination form;
- Certification/endorsement of services rendered and good performance issued by reputable individuals or institutions who are either beneficiaries or have first hand knowledge of nominee's volunteer work;
- Certificate of membership or membership ID for individual volunteers; SEC registration or accreditation by recognized institutions for volunteer organizations;
- Copy of local, national and international awards and citations received.

- Printed project documentations, video clips, photographs, and other forms of documentation of the volunteer's or volunteer organization's activities;

- Passport-size photo of nominee with name written at the back of the picture for individual volunteers; photos and list of members of the Board of Directors and members for volunteer organizations

## SUBMISSION OF NOMINATIONS

Regional nominations should be submitted to the respective chairs of the Regional Search Committees (c/o NEDA Regional Offices). Nominations falling under the jurisdiction of the Autonomous Region of Muslim Mindanao (ARMM) should be submitted to the Chairman, Regional Search Committee, c/o the Regional Planning and Development Office (RPDO), ARMM Compound, Cotabato City. Nominations for the National Capital Region (NCR) should be submitted to the Chairman, Regional Search Committee, c/o Bureau of Local Government Development, DILG, EDSA corner Mapagmahal Street, Quezon City.

## DEADLINE FOR SUBMISSION OF NOMINATIONS

Deadline for submission of nomination to the Regional Search Committee is 03 September 2004 (postmarked).

## SCREENING

Nominations are screened by the Regional Search Committees whose members are representatives from government agencies and non-government organizations.

One (1) regional qualifier per category will be forwarded by the Regional Search Committee to the National Search Committee. The National Search Committee undertakes evaluation to determine the national awardees. Decisions are final and unappealable.

The Philippine National Volunteer Service Coordinating Agency (PNVSCA) is a government institution mandated to promote and coordinate volunteer programs and services in the Philippines. It was created as a committee in 1964 to concretize the Philippine Government's commitment to the agreement reached during the International Middle Level Manpower Conference held in Puerto Rico in 1962 adopting volunteerism as a tool for socio-economic development. It became an office in 1973 under the Office of the President and then an Agency on 12 December 1980 through Executive Order No. 635. It was placed under the administrative supervision of the National Economic and Development Authority (NEDA) in 1981.

As provided for in EO 635, PNVSCA acts as clearinghouse for all organized volunteer service matters in the country. It formulates policies and guidelines, coordinates and implements the national volunteer program in support of the development goals and objectives of government.

PNVSCA implements two local volunteer service programs, coordinates eight foreign programs and partners with the United Nations Volunteers (UNV) and the Voluntary Service Overseas in the volunteer exchange program.

## VOLUNTEER PROGRAMS

### A. Local Volunteer Programs

- *Volunteers for Information and Development Assistance (VIDA)*

The VIDA engages unemployed young Filipino professionals to serve as volunteers in their own communities. VIDA volunteers work full-time in projects of government agencies, local government units, non-government organizations and community-based organizations. They serve as educators, trainers, networkers and motivators as they assist diverse projects like social forestry, crop production, cooperatives and livelihood, community health, early childhood education and functional literacy.

VIDAs are identified by the project implementor from the residents of the community where the project is located. PNVSCA provides the volunteers a monthly living allowance for the duration of their service.

- *Bayanihang Bayan Program for Government Service (BB)*

Bayanihang Bayan engages the voluntary assistance of the private sector in the implementation of government programs and projects. It aims to: a) build strong partnership between the government and the private sector in implementing development programs and projects; and b) provide private individuals and groups with volunteering opportunities in government.

Bayanihang Bayan recruits volunteers from the youth sector, professionals, retirees and overseas Filipinos. It also enlists the participation of groups and organizations engaged in deploying volunteers. A key feature of the program is a web-based volunteer registration and matching through [volunteer.ph](http://volunteer.ph).

### B. International Volunteer Program

The International Volunteer Service Program is a technical cooperation program between the Philippines and the volunteer-sending countries based on bilateral agreements or through memoranda of understanding. This program promotes technology transfer, skills sharing and cultural exchange through the deployment of foreign volunteer development workers (VDWs). At present, there are eight foreign volunteer organizations cooperating with PNVSCA, namely:

- *Australian Volunteers International (AVI)*
- *Australian Youth Ambassadors for Development (AYAD)*
- *German Development Service (DED)*
- *Japan Overseas Cooperation Volunteers (JOCV)*
- *Korea Overseas Volunteers (KOV)*
- *Organization for Industrial, Spiritual and Cultural Advancement (OISCA)*
- *United States Peace Corps (USPC)*
- *Voluntary Service Overseas (VSO)*