

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V (BIKOL)

**TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES**

March 18, 2025

DIVISION MEMORANDUM

No. 270 s. 2025

**23<sup>rd</sup> SARINGAYA AWARDS**

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

1. This Office informs the field about the attached letter from the Department of Environment and Natural Resources (DENR) regarding the 23rd Saringaya Awards. All are encouraged to participate in this celebration of excellence.
2. Schools and offices are encouraged to nominate individuals who have demonstrated outstanding leadership in the following key areas:
  - a. Environmental Protection and Conservation
  - b. Environmental Rehabilitation
  - c. Sustainability of Programs/Projects
  - d. Social Relevance and Environmental Impact
3. Nominations must be submitted on or before March 21, 2025, following the prescribed criteria and guidelines outlined in the attached letter.
4. For dissemination.

By the Authority of the OIC-Schools Division Superintendent:

  
**DELFIN A. BONDAD, PhD**

OIC-Assistant Schools Division Superintendent  
Officer-In-Charge



San Roque, Virac, Catanduanes

052-8114036 / 09623505374

catanduanes@deped.gov.ph

www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN



BAGONG PILIPINAS

March 11, 2025

**CECILE C. FERRO CESO VI**  
Assistant School Division Superintendent  
Virac, Catanduanes

Dear Madam,

Greetings!

RECEIVED  
Date: 3/12/25  
Time: 3:02  
[Signature]

DENR - DENR/CATANDUANES  
RECORDS UNIT  
RELEASED  
MAR 11 2025  
[Signature]

We are delighted to announce that the 23rd Saringaya Awards is now open for nominations. This prestigious award, hosted by the Department of Environment and Natural Resources (DENR), honors exemplary initiatives and significant contributions to environmental governance and sustainability throughout the Bicol Region. As a testament to the vital role of local governance in the environmental sector, we invite your esteemed Local Government Unit (LGU) to participate in this celebration of excellence.

The Saringaya Awards recognizes outstanding efforts across the following categories:

1. Individual
2. Local Government Unit (LGU)
3. Industry
4. Academe
5. Non-Governmental Organizations/People's Organizations (NGO/PO)

These categories highlight the broad spectrum of collaboration and commitment required to achieve meaningful environmental progress. Your LGU's involvement in this prestigious recognition is highly encouraged, as it provides an excellent opportunity to showcase your community's dedication to protecting and enhancing the environment.

We also invite you to nominate individuals, academe, civic society organizations (CSOs), non-government organization (NGOs) and People's Organization (POs) from your respective area of jurisdiction that have exemplified leadership in the core pillars of good environmental governance. These pillars include:

1. **Environmental Protection and Conservation** – Efforts to safeguard ecosystems, reduce pollution, and preserve natural resources for future generations.
2. **Environmental Rehabilitation** – Initiatives that focus on the restoration of degraded ecosystems and the recovery of biodiversity.
3. **Sustainability of Programs/Projects** – Long-term strategies and actions that ensure environmental programs and initiatives continue to thrive and generate lasting impact.
4. **Social Relevance and Environmental Impact** – Projects and programs that directly contribute to the welfare of communities, improving livelihoods while protecting the environment.

We encourage you to highlight those initiatives from your LGU that have made a profound and lasting impact in these areas. The Saringaya Awards provides an invaluable platform to recognize the tireless work of local leaders and institutions who are driving change on the ground, whether through innovative environmental policies, community-driven projects, or partnerships that enhance sustainability.

Please submit your nominations on or before March 21, 2025, adhering to the prescribed criteria and guidelines. For your convenience, detailed instructions, along with the nomination



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form, Saringaya Awards Guidelines and Selection Criteria are attached to the letter. Should you require assistance or further clarification, we would be happy to provide support, you can email at [penrocatanduanes@denr.gov.ph](mailto:penrocatanduanes@denr.gov.ph) or you may also contact PLO II Shiela B. Conche through mobile number 09061059447 (Globe) / 09291412316 (Smart) for more information.

Your participation in the 23rd Saringaya Awards will not only elevate the recognition of your LGU's contributions but also inspire others in the region to continue working toward a more sustainable future. We look forward to your active involvement and the opportunity to highlight the outstanding efforts of your community.

Thank you for your unwavering commitment to environmental governance.

Very truly yours,  
For and in the Absence of the PENRO:

**MA. JULIET S. ARAOJO**  
Chief, Management Services Division

## SARINGAYA AWARDS GUIDELINES

To strengthen connections and networking with other government agencies, non-governmental organizations, the industry, the academe and other institutions, stakeholders and individuals who support the DENR's purpose and vision, the following guidelines is hereby developed for the DENR Region V Saringaya Awards.

### I. TITLE

The award shall be called **SARINGAYA AWARDS**.

Saringaya is a Bicol term for abundance of growth, lush, and healthy environment teeming with green trees and mountains ideal for biodiversity and a well-balanced ecosystem.

### II. OBJECTIVES

This award aims to:

- Encourage collaborative effort among other government agencies, industries and business, organizations in the promotion of environmental protection and conservation.
- Recognize those, who, as individuals, group organization, entity or office support the mission and vision of the DENR through sustained programs and projects that enhance environmental protection and conservation;
- Promote the implementation of the DENR's programs through collaborations with other government, non-government units and other stakeholders;
- Harness the cooperation and support of industries and enterprises under its regulatory function and build a strong partnership to strengthen the environmental protection and advocacy to a balanced ecosystem; and
- Promotion of DENR core values such as transparency, accountability, participation, and the rule of law.

### III. SCOPE AND COVERAGE

The award shall be given to industries, non-government organizations, people's organization, local government units, groups or associations, academe and individuals in the Bicol Region who/which have supported DENR V through the establishments and implementation of programs geared towards environmental protection and conservation.

### IV. CATEGORIES

The awards shall have the following categories:

- Local Government Units (1 winner)
- Academe (1 winner)
- Non-government Organizations/People's Organization (1 winner)
- Industry (1 winner)
- Individual (1 winner)

### V. COMPOSITION OF COMMITTEE

#### Steering Committee

Chairperson : Regional Executive Director  
Vice Chairpersons : Regional Director, EMB  
: Regional Director, MGB  
Members : Asst. Regional Director for Management Services  
Asst. Regional Director for Technical Services  
Asst. Regional Director for Special Concerns

#### Technical Working Committee

Chairperson : Asst. Regional Director for Special Concerns

	<b>Co-Chair Members</b>	: Representatives from EMB & MGB : 3 Division Chiefs from MGB : 2 Division Chiefs from EMB : All Regional Office Division Chiefs : Chief, RSCIG
<b>Finance Committee</b>	<b>Chairperson Members</b>	: Division Chief, Finance : Staff, Finance & Budget : FAD, EMB : FAD, MGB
<b>Venue, Food &amp; Accommodation</b>	<b>Chairperson Members</b>	: Division Chief, Admin : All Admin Section Chiefs : All Staff of GSS & HRDS : FAD, EMB : FAD, MGB
<b>Physical Arrangement</b>	<b>Chairperson Members</b>	: Division Chief, CDD : All CDD staff : Chief, GSS
<b>Secretariat:</b>	<b>Chairperson Members</b>	: Division Chief, Legal : Staff, ORED : Staff, OARDTS : Staff, OARDMS : Staff, OARDSC : Staff, EMB : Staff, MGB
<b>Ushers/Usherettes</b>	<b>Chairperson Members</b>	: Admin (Ann Rose David) : Staff, ORED : Staff, OARDTS : Staff, OARDMS : Staff, OARDSC : Staff, EMB : Staff, MGB
<b>Programme, Documentation and IEC</b>	<b>Chairperson Members</b>	: Division Chief, RSCIG : Staff, RSCIG : Staff, PENRO Albay : MGB/EMB IOs
<b>Program Design, Invitations and Certificates</b>	<b>Chairperson Members</b>	: Section Chief, HRDS : Staff, HRDS
<b>Validating Committee</b>	<b>Chairperson Members</b>	: Division Chief, Legal : All Regional Office Division Chiefs : EMB & MGB
<b>Plaques and Trophies</b>	<b>Chairperson Members</b>	: Division Chief, EMB : EMB & MGB

## **VI. RESPONSIBILITIES AND FUNCTIONS**

### **A. Steering Committee:**

1. Provide the overall direction and guidance;
2. Review and approve the criteria of selection in every category, internal rules, including financial concerns relative to this award system; and
3. Approve the awardees for each year based on approved standards.

### **B. Technical Working Committee:**

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### 1.1. PENROs

- a. Conduct IEC/information dissemination to the public re: Saringaya Awards;
- b. Conduct preliminary evaluation of the nominees and endorse to the Saringaya Committee; and
- c. Coordinate other processes relative to Saringaya Awards.

### 1.2. REGION

- a. Prepare and recommend to the Steering Committee the criteria and standards of selection, mechanics of rating, validation standards and such other measures that can be employed; and
- b. Create validating teams, consolidate reports of the validating teams and make appropriate reports and recommendations to the Steering Committee.

### C. Finance Committee

1. Identify source and allocate fund requirements for the Saringaya Awards; and
2. Process all payments relative to the conduct of Saringaya Awards.

### D. Venue, Food & Accommodation Committee

1. Make arrangement for the venue, food and accommodation during the Saringaya Awards including but not limited to lights and sounds, LED wall, if any, platforms, podium.
2. Prepare timely budget proposals for the venue, food and accommodation
3. Such other functions as may be necessary or assigned by the Steering Committee

### E. Physical Arrangement

1. Conceptualize theme and design for the award proper.
2. Spearhead the decorations in the venue including but not limited to the stage, podium, tables and chairs, entrance, seating arrangement, floor plan, secretariat corner.

### F. Secretariat

1. Assist the Steering Committee and the Technical Working Committee (Region) in the deliberation, selection, validation of the nominees;
2. Receive nominations and keep records and documents of the Award;
3. Conduct initial evaluation of the received nominations and documentations prior to presenting the same to the TWG;
4. Prepare minutes of the meetings and deliberations;
5. Coordinate schedule of meetings;
6. Prepare communications and other related documents;
7. Assign ICT re allocation of Cloud space/storage for Saringaya documents;
8. Facilitate dissemination of programs, invitations and certificates; and
9. Other tasks that may be assigned by the TWG/Steering Committee.

### G. Programme, Documentation and IEC

1. Document the process of selection, validation and events;
2. Prepare press release about the Saringaya Awards
3. Production of campaign and IEC materials to assist in dissemination of call for nominations
4. Oversee the program flow during the awards ceremony;
5. Other tasks that may be assigned by the TWG/Steering Committee.

### H. Program Design, Invitation and Certificates

1. Prepare the layout of the program, invitations and certificates;
2. Facilitate printing of programs, invitations and certificates
3. Other tasks that may be assigned by the TWG/Steering Committee.

### I. Validating Teams

1. Strategize simultaneous validation of all nominees;
2. Rate the nominees using the criteria and guidelines set in this Special Order;
3. Document the validation process;
4. Submit validation reports to the TWG; and
5. Other tasks that may be assigned by the TWG/Steering Committee.

### J. Plaques and Trophies Committee

1. Take charge of the production of plaques and trophies in accordance with the specs set by the TWG; and
2. Other tasks that may be assigned by the TWG/Steering Committee.

#### VI. QUALIFICATION/DISQUALIFICATION

1. All participants must be duly nominated by the PENRO exercising jurisdiction over the area where the nominee is situated/located.
2. Valid nomination entails nomination form from the concerned PENRO, and complete documentary requirements attached thereto. No belated filing of documentary requirements.
3. Nominees who have failed to meet the criteria and failed to submit documentary requirements shall be automatically disqualified.
4. Previous awardees within the last three years shall be disqualified.
5. Nominees must be compliant to environmental laws, rules and regulations. Nominees should have not have been found guilty of violations regarding environment and natural resources laws, rules, and regulations before the DENR, courts, or quasi-judicial bodies within the period of selection process.
6. A 90% general average shall be required to qualify as an awardee.
7. For individual category, projects/programs should be solely initiated/implemented/funded by the nominee.

#### VII. PROCEDURE

1. Nomination shall emanate from all PENROs. They shall organize their respective *Saringaya Awards Committee* and conduct preliminary assessment to determine completeness of documentary requirements. They shall endeavor to identify the potential nominees that may be cited for the award in their respective area of responsibility. Nomination shall be submitted to the Secretariat.
2. **Documentary Evaluation** shall be conducted by the TWG with the assistance of the Secretariat. An objective evaluation shall be conducted. The final list of nominees together with the recommendation shall then be submitted to the Steering Committee. Once approved, the list shall then be referred to the Validation Committee. Other nominees who did not meet the criteria shall be informed through a letter signed by the Steering Committee Chair.
3. The validation shall be conducted simultaneously by the validating teams. All supporting documents/MOVs shall be verified on the ground. Nominees shall be interviewed to confirm or verify additional details in support to their nomination to the award. Interview with other members of the society may also be conducted, when necessary. The validation process shall be documented. Each team shall make use of the rating sheet provided by the Secretariat. Consolidated and final results shall then be submitted to the TWG at the end of the validation.
4. Thereafter, the Steering Committee shall conduct a final deliberation and approve those who shall receive the Saringaya Award;
5. The **Saringaya Awards** shall be conducted yearly on the last week of June coinciding with the culmination of the Environment Month Celebration.

#### VIII. FUNDING REQUIREMENT AND SHARING

The costs of plaques, certificates, supplies, traveling expenses of the validating team and other incidental costs shall be taken from the Saringaya Awards Fund which shall be proportionately shared by all services and bureaus of the DENR V, following the percentage of sharing below:

40% - REGION  
30% - EMB  
30% - MGB

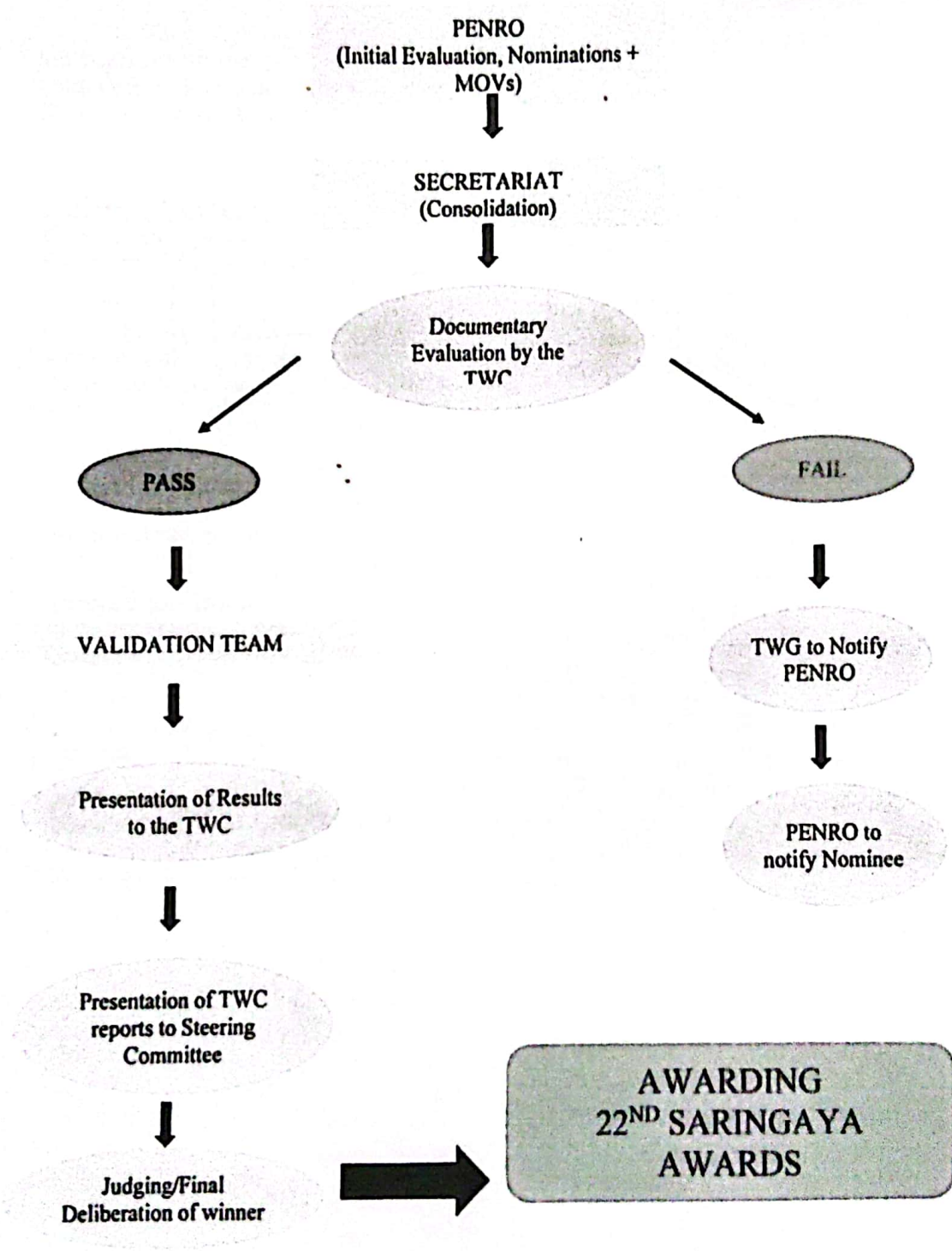
#### IX. MISCELLANEOUS

This Order amends all previous Orders not consistent herewith.

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This Order takes effect immediately.

### SARINGAYA AWARDS PROCESS FLOW



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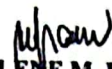




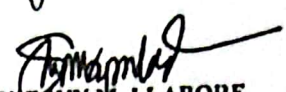
**DOLORIS O. VARGAS**  
Chief, Administrative Division/  
Chairperson, Food, Venue and  
Accommodation



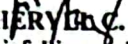
**ANCIE L. LAWENKO**  
Chief, RSCIC Chairperson  
Programme, Documentation and I/C



**MARLENE M. FRANCIA**  
Chief, Conservation and Development Division/  
Chairperson, Physical Arrangement




**STEPHANIE IVY M. LLABORE**  
Chief, IRO Chairperson Program  
Design, Invitation, and Certificates



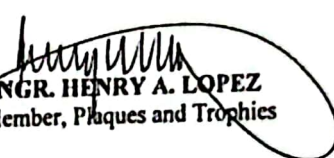
**CHERYL C. ABCEDE**  
Chief, Finance Division/  
Chairperson, Finance Committee



**ATTY. JOSHUA Y. ARMENTA**  
Chief, Legal Division/Chairperson,  
Validating Committee



**ATTY. DIANNE B. BISOÑA**  
Chairperson, Secretariat



**ENGR. HENRY A. LOPEZ**  
Member, Plaques and Trophies

Recommending Approval:



**ADONA P. SAN DIEGO**  
OIC, ARD for Special Concerns/  
Chairperson, Technical Working Committee

Approved:



**FRANCISCO E. MILLA JR., CESO III**  
Regional Executive Director/  
Chairperson, Steering Committee