July 29, 2019

MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Secondary School Principals
Officers-in-Charge
Public Schools

MEETING OF SUPREME STUDENT GOVERNMENT (SSG) AND CAMPUS INTEGRITY CRUSADER (CIC) ADVISERS

Please be informed that there will be a meeting of all Supreme Student Government (SSG) and Campus Integrity Crusaders (CIC) Advisers on August 1, 2019, 9:00 am to 3:00 pm at Concepcion Integrated School (Secondary).

Kindly bring a copy of approved Action Plan for SY 2019-2020 and CIC Accreditation Forms (see attached template).

Attendance of all concerned teachers is highly enjoined.

School heads are enjoined to make necessary arrangement on the teaching schedule of the concerned teachers to avoid disruption of classes.

Expenses relative to this activity shall be charged to local/canteen funds, whichever may apply, subject to the usual accounting and auditing rules and regulations.

Immediate and wide dissemination of this Memorandum is desired.

For:

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

By:

ELISA O. CERVEZA
Chief Education Supervisor, CID
Officer-In-Charge
Office of the Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent
Honorable SAMUEL R. MARTIRES  
Ombudsman  
Agham Road, Dilliman, Quezon City  

Re: APPLICATION FOR CAMPUS INTEGRITY CRUSADERS (CIC) ACCREDITATION

Dear Ombudsman Morales:

[Details of the organization including its name and contact information]

The Applicant, _____________________________ (name of Organization)
Campus Integrity Crusaders of ____________________________
(name of Organization), through its President,
__________________________, Division of ____________, as
duly authorized representative, to this Honorable Office respectfully applies
for CIC Accreditation with the following documentary requirements, per
Section 5 C of Memorandum Circular No. 04, Series of 2012:

1. Certificate of Recognition issued by the School Principal/Dean of
   Student Affairs (Annex "A");

2. List of organization’s officers and members (Annex “B”);

3. Letters of Indorsement and Commitment signed by the School
   Principal/Dean and the designated Adviser (Annex “C”); and


For your Honor’s consideration.

__________________________________________
Name of the Organization-Applicant

__________________________________________
President/Authorized Representative
(Signature over Printed Name)
CERTIFICATE OF RECOGNITION

This is to certify that ____________________________
(name of organization) is a duly recognized student organization of
______________________________ (name of school), Division of
______________________________.

This Certification is issued for the abovename organization's
application for accreditation as Campus Integrity Crusaders (CIC) of the
Office of the Ombudman.

_________________________
Principal/Dean
(Signature over Printed Name)
ANNEX “B”

Name of School

NAME OF ORGANIZATION

LIST OF OFFICERS SY 2019-2020

PRESIDENT: ____________________________
VICE PRESIDENT: ____________________________
SECRETARY: ____________________________
TREASURER: ____________________________
AUDITOR: ____________________________
OTHER OFFICERS: ____________________________

GRADE 7 Representative ____________________________
GRADE 8 Representative ____________________________
GRADE 9 Representative ____________________________
GRADE 10 Representative ____________________________

CIC ADVISER ____________________________

Name of Adviser
Honorable SAMUEL R. MARTIRES  
Ombudsman  
Agham Road, Dilliman, Quezon City  

Re: Designation of student organization Adviser  

Dear Ombudsman Morales:  

This is to respectfully indorse Mr./Ms./Mrs. ______________ as the Adviser of __________________ (name of Organization) CIC of ____________________________ (name of school), Division of _______________________, which has a pending application for accreditation as OMB Campus Integrity Crusaders (CIC) for the SY 2019-2020  

Attached is the Letter of Commitment signed by the undersigned and the aforementioned Adviser.  

For your honor’s consideration.  

Respectfully yours,  

_________________________________  
Principal/Dean  
(Signature over Printed Name)
LETTER OF COMMITMENT

We, ______________________________, Principal of ______________________________ (name of school) and ______________________________, designated Adviser of ______________________________, (Name of Organization) Division of ____________, hereby commit to support the accredited CIC of our school in their activities for the School Year 2019-2020, in line with the principal purpose of empowering the youth in their involvement in corruption prevention initiatives by developing their leadership skills and instilling the values of integrity and social responsibility, in partnership with the Office of the Ombudsman.

_____ day of __________, _____________, Philippines.

_________________________  __________________________
(Signature over Printed Name)  (Signature over Printed Name)
Name of student-organization: ____________________________________________

Name of School: _______________________________________________________

PROPOSED ACTIVITY FOR SCHOOL YEAR 2019-2020

PROJECT TITLE: _______________________________________________________

1. Title of Activity
   Description
   ________________________________________________________________
   Objective/s: _______________________________________________________
   ________________________________________________________________
   Implementation Strategies: _______________________________________
   Date of Implementation: _________________________________________

2. Title of Activity
   Description
   ________________________________________________________________
   Objective/s: _______________________________________________________
   ________________________________________________________________
   Implementation Strategies: _______________________________________
   Date of Implementation: _________________________________________

Submitted by:

______________________________
President
(Signature over Printed Name)

______________________________
Adviser
(Signature over Printed Name)

Noted by:

______________________________
Principal/Dean
(Signature over Printed Name)

*Please use separate sheet if needed.*