October 3, 2019

MEMORANDUM TO:

All City Paid Employees

Please find the enclosed Memorandum from the Office of the Mayor, Marikina City dated September 27, 2019, re: City Officials/Employees Christmas Party 2019 with the theme "80's - Bagets 4ever" on December 13, 2019, content of which is self-explanatory, for information and guidance of all concerned.

Immediate and wide dissemination of this Memorandum is desired.

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

Maku-Diyos, Makatao, Makakalikasan at Makabansa
In preparation for the upcoming City Officials and Employees Christmas Party 2019 with the theme “80’S-Bagets 4ever” on December 13, 2019, we are furnishing herewith the different activities/contests with corresponding mechanics:

1. Best Production Number Pang MTV (SING & DANCE)

Mechanics:

a. Each cluster shall be composed of no more and no less than 100 participants (permanent, casual, project-based);
b. Only original song interpretation shall be allowed (no lipsynch);
c. The song must be in consonance with the 80's theme;
d. Music medley shall be allowed;
e. Total performance time must not exceed ten (10) minutes including setting-up of props, ingress and egress. Corresponding points per 30-second in excess shall be deducted from the judge’s total score;
f. Set and props are allowed but in accordance with the safety standards;
g. Contestants shall be judged on the following criteria:

   g.1 Choreography (interpretation, difficulty, synchronicity, timing) 25%
   g.2 Stage presence (showmanship, facial expressions, stage discipline) 25%
   g.3 Costume/sets and props (80's look, hair and make-up, accessories) 20%
   g.4 Vocal Quality 20%
   g.5 Audience impact (over-all entertainment value, originality) 10%

Total 100%

The decision of the board of judges is final and executory.
Each cluster may opt to conduct an audition/competition among the members to choose the cluster representative in the sing/dance contest or just select representatives from each office to form the said group.

Prizes (MTV Production Number)

<table>
<thead>
<tr>
<th>Prize Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grand Prize</td>
<td>Php 50,000.00</td>
</tr>
<tr>
<td>First Runner-up</td>
<td>30,000.00</td>
</tr>
<tr>
<td>Second Runner-up</td>
<td>20,000.00</td>
</tr>
</tbody>
</table>

2. Best in 80’s Fashion must be in pairs coming from the same office: (Limited to one pair per office)

<table>
<thead>
<tr>
<th>Prize</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Prize</td>
<td>Php 15,000.00</td>
</tr>
<tr>
<td>2nd Prize</td>
<td>10,000.00</td>
</tr>
<tr>
<td>3rd Prize</td>
<td>5,000.00</td>
</tr>
</tbody>
</table>

All entries to the Best Pair in 80’s Fashion must be submitted to the City Personnel Office on or before December 10, 2019. On-the-spot registration will not be allowed. All contestants must immediately report to the committee upon arrival at the Marikina Sports Center party area in preparation for their presentation on stage. Please assemble near the stage after the registration.

Winning pairs shall divide the prize equally among themselves.

Hereunder is the clustering of offices with corresponding cluster heads:

Cluster I (JEPROX)

River Parks Authority - Cluster Head: Engr. Anaki Maderal
OPSS
Market Office

Cluster II (BURGIS)

CEMO – Oliver Villamena (Cluster Head)
Parks Development Office (PDO)

Cluster III (GROOVIES)

Engineering Office – Engr. Josie Evangelista (Cluster Head)

Cluster IV (JAPORMS)

Architectural Group – Raymond Aquino (Cluster Head)
GSO
Steel Fab
Motorpool
Mayor’s Office
MSP
OSCA
COA (City Paid)
PNP (City Paid)
Cluster V (ASTIGS)

Planning – Engr. Liza Palomar (Cluster Head)
City Council
Vice Mayor’s
MADAC
Sanggunian Panlungsod
PIO
Bantay Bayan
Library
Budget
Bikeways
Tourism/Culture & the Arts
DILG (city paid)
LRPESO
Trade & Industry
MASIDO
Volunteer Office
MISCC
PLMAR (city paid)

Cluster VI (BAGETS)

Health Office – Dr. Alberto P. Herrera (Cluster Head)
Health Office MNCHN
BPLO
Personnel Office
Veterinary
Court/Fiscal (city paid)
Hotel/Convention Center
PLEB (city paid)

Cluster VII (GIMIKEROS)

Community Relations Office – Irene Dingcong (Cluster Head)
Treasury Office
MCDRRMO
SWD0
Assessor’s Office
Accounting Office
Legal Office
Local Civil Registry Office
Gender and Development (GAD)
Red Cross (city paid)

Cluster VIII (CHOKARAN)

MSO (Admin/MCEO/Land Mgt./BHHRD) Nena Tigiao (Cluster Head)
Deped (School Repair & Maintenance Group/School Personnel)

Each of the following groups shall prepare an intermission number for presentation during the Christmas party:

a. Departments Heads
b. Assistant Department Heads/designated assistants
c. Area Supervisors (Engineering/CEMO/OPSS/SRMG/PDO/RPA)
Lastly, please be reminded that all departments/offices must hold their respective Christmas Parties before the City Officials and Employees Christmas Party on December 13, 2019.

For your information and guidance.

[Signature]

MARCELINO R. TEODORO
City Mayor