



REGIONAL Advisory No. 42, s. 2020

November 18, 2020

In compliance with DepEd Order (DO) No. 8, s. 2001,
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for information of DepEd officials,
personnel/staff, as well as the concerned public.
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SEARCH FOR OUTSTANDING COVID-19 VOLUNTEERS (SOCV) 2020

The National Economic and Development Authority (NEDA) Caraga in partnership with the Philippine National Volunteer Service Coordinating Agency (PNVSA) has organized the Search for the Outstanding Covid-19 Volunteers 2020.

All School Division Offices are encouraged to send nomination. Attached herewith are the guidelines, frequently asked questions, and nomination form for your guidance. Please submit the accomplished form to nro13@neda.gov.ph on or before **November 20, 2020**.

Wide and earnest dissemination of this ADVISORY is desired.

OARD/prs
11/18/2020



DCC No. DepEdRO13-F-REC-008/R3/2-18-2020



REPUBLIC OF THE PHILIPPINES

NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY
CARAGA REGION

9 November 2020

DIR. FRANCIS CESAR B. BRINGAS

Regional Director
Department of Education
J. Rosales Avenue, Butuan City

Dear **Director Bringas**:

We are pleased to inform the good Director that this year's Search for Outstanding COVID-19 Volunteers (SOCV) is now open.

Please be informed that in lieu of this year's Search for Outstanding Volunteers, the National Economic and Development Authority (NEDA) Caraga partners with the Philippine National Volunteer Service Coordinating Agency (PNVSCA) in the conduct of the 2020 SOCV, which aims to recognize the Filipino volunteers' response to the Coronavirus Disease 2019 pandemic. The SOCV 2020 serves as the highlight of the National Volunteers' Month (NVM) 2020 celebration in December.

Relative to this, would like to invite you to participate in the NVM 2020 celebration by enrolling relevant activities, and documenting same activities using the enclosed forms. Please submit accomplished participation form and accomplishment report via email to PNVSCA at info@pnvsca.gov.ph on or before 30 November and 15 December 2020, respectively.

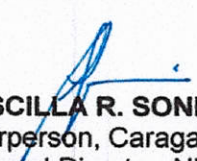
Further, if your organization have engaged the services of volunteers who have made commendable contributions against the spread of COVID-19 in your area, we encourage you to participate in the SOCV 2020 by nominating them or encouraging them to participate through self-nomination.

Finally, we would like to request the good Director to help us disseminate the enclosed SOCV 2020 guidelines, frequently asked questions, and nomination form to your stakeholders and staff. Please submit the accomplished form to nro13@neda.gov.ph. Kindly note that the deadline for the submission of nomination is on **20 November 2020**.

For inquiries, please contact Ms. Rhea Mae C. Mendez at the telephone numbers indicated below.

Thank you very much and best regards.

Very truly yours,


PRISCILLA R. SONIDO, CESO IV
Chairperson, Caraga SOCV-Regional Search Committee and
Regional Director, NEDA Caraga ✓

NEDA-Caraga Building, JP Rosales Avenue, Butuan City
☎ (085) 342-5774; 815-1183 📠 (085) 815-0308 📧 nro13@neda.gov.ph
nro13.neda.gov.ph



Be the agent of change.

→ Call for Nominations

SEARCH FOR OUTSTANDING COVID-19 VOLUNTEERS (SOCV)

Who can be nominated?

The Search is open to individuals (Filipinos), regardless of age, who have volunteered and made significant contributions in addressing the challenges brought about by the COVID-19 pandemic.



What are the qualifications for joining?

1. Volunteer services rendered in response to COVID-19 for at least 20 days within March to September 2020
2. Volunteer should have served/assisted at least 20 beneficiaries

What will the awardees receive?

- Plaques of Recognition will be given to all recipient of the Most Outstanding COVID-19 Volunteer Award.
- All eligible volunteers, on the other hand, will be given Certificates of Appreciation.
- The story of the 17 regional awardees (Most Outstanding COVID-19 Volunteers) will be featured in PNVSCA website and facebook page for the month of December.

Deadline of Submission of entries: 20 November 2020
Send nominations to: info@pnvsca.gov.ph and nro13.neda.gov.ph

GUIDELINES ON THE SEARCH FOR OUTSTANDING COVID-19 VOLUNTEERS

I. OBJECTIVES

As a tribute for the COVID-19 volunteers and in lieu of this year’s Search for Outstanding Volunteers, a recognition project will be implemented in collaboration with the National Economic and Development Authority Regional Offices (NROs), Department of the Interior and Local Government – National Capital Region (DILG-NCR) for the National Capital Region (NCR), and the Bangsamoro Planning and Development Authority (BPDA) for the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM).

Towards the vision of a society where volunteerism is a way of life of everyone, this initiative aims to:

- 1. Recognize the contributions of individual female and male volunteers to the COVID-19 response;
- 2. Promote the experiences and good practices of these volunteers in responding to a pandemic; and
- 3. Encourage the general public to continuously engage in volunteer work even in non-emergency/disaster situations.

II. DURATION OF VOLUNTEER SERVICE

The period covered for volunteer work/services shall be from March to September 2020.

III. ELIGIBILITY/QUALIFICATIONS/CRITERIA FOR RECOGNITION

a. General Recognition (will receive Certificates of Appreciation)

- Has rendered at least 20 hours of volunteer services in response to COVID-19 for the period of March to September 2020;
- Has served/assisted at least 20 beneficiaries;
- Volunteer work may be carried out solely by the nominated volunteer or in partnership with groups, companies, organizations.

b. Outstanding COVID-19 Volunteers (will receive Plaques of Recognition)

Weight	Criteria	Sub-Criteria
30	Duration of volunteer work	• 20 hours and below (10%) • 21 to 40 hours (20%) • 41 to 60 hours (40%) • 61 to 80 hours (60%) • 81 to 100 hours (80%) • 100 hours and above (100%)

25	Number of beneficiaries served	• 20 and below (5%) • 21 to 40 (20%) • 41 to 60 (40%) • 61 to 80 (60%) • 81 to 100 (80%) • 100 & above (100%)
10	Type of beneficiaries	• Frontline workers (100%) • Belonging to the vulnerable sector (80%) • General public (60%) • Members of the organization/company the nominated individual is affiliated with (40%) • Family members (20%) <i>(in case answer is multiple, get the category with the highest points)</i>
20	Difficulty of volunteering work	i. Mode (10%) • Self (100%) • With informal group (60%) • With formal org (40%) <i>(in case answer is multiple, get the category with the highest points)</i> ii. Estimated value of resources mobilized for the volunteer services rendered (10%) • P25K and below (10%) • P26K to Ph50K (20%) • Ph51K to Ph75K (40%) • Ph76K to Ph100K (60%) • Ph101K to Ph125K (80%) • Ph126K and above (100%) iii. Area of coverage (40%) Beneficiaries are: • Within neighborhood (20%) • Outside neighborhood but within barangay (40%) • In 2 or more barangays within same city/municipality (60%) • In 2 or more barangays within same province (80%) • In 2 or more barangays in different provinces (100%) iv. Degree of Exposure (40%) • Low (e.g. if work is virtual – 40%) • Medium (work involves leaving the house & interacting with other people - 60%) • High (e.g. frontline work - 100%) <i>(in case answer is multiple, get the category with the highest points)</i>

10	Commitment to volunteerism	i. Who nominated (50%) • Self (60%) • Others (100%) ii. Willingness to be part of the Regional Network of Volunteers & continue volunteering (50%) • Willing (100%) • Willing with some conditions (60%) • Not willing (0%)
5	Motivation for volunteering	• Not expecting anything/Just help others/duty to help others in need/give back (100%) • Does not want to be idle (30%) • Gain work experience (20%) • Get allowance (0%) • Peer influence (0%) • Want to be popular (0%) <i>(in case answer is multiple, get the category with the highest points)</i>
100		

IV. SEARCH NOMINATION, AND VALIDATION PROCESS

1. PNVSCA will open the call for nominations from October 5 to November 6. **All nominations must be received on November 6 at 12 midnight.** The members of the NVM Regional Committee shall proactively promote the call for nominations.
2. PNVSCA shall share with the NVM RCs access to the nomination form – both in Google form and in Word format (for those who are non-techy/ not familiar with Google forms).
3. Through coordination with national government agencies, local government units, RDC, and other partners (i.e. CSOs and academe), NVM RCs shall conduct the screening and validation of nominated volunteers using the information provided in the nomination forms. They may also opt to conduct virtual interviews with the top nominees. PNVSCA will provide a score sheet in excel format for easy computation of scores.
4. The NVM RCs may choose to give award to the top 3 nominees per region, but only one (most outstanding) shall be submitted to the PNVSCA/NVM National Steering Committee (NSC) for recognition at the national level. The NVM RCs may also opt to give an outstanding volunteer award per province, aside from the award per region, but must keep in mind that the provinces may have their own search and will have limited involvement in the search by the region. Again, only one (most outstanding volunteer) per region shall be submitted to the PNVSCA/NVM-NSC for recognition at the national level.

V. RECOGNITION CEREMONIES/ACTIVITIES

1. The Search will have two levels of recognition: regional and national.

Regional Recognition

- An online ceremony for the recognition of regional recipients will be spearheaded by the NROs, DILG-NCR, and BPDA.
- All eligible volunteers will be given Certificates of Appreciation. For those with notable contributions, plaques of recognition will be provided and they (most outstanding per region) will be endorsed for recognition on a national level.

National Recognition

An online ceremony will be conducted on December 16 (tentative) to formally present the recipients of the national award. Each volunteer will be given a plaque of recognition. All awardees of the Most Outstanding Volunteer per region will be invited to attend the said event.

2. **The name/story/write-up (with photos) of the region’s most outstanding COVID-19 volunteer shall be submitted by the NROs, BARMM-BPDA and DILG-NCR to PNVSCA not later than NOVEMBER 27.** The story of each of the 17 regional awardees will be featured in PNVSCA website and Facebook page for the month of December in celebration of the NVM. Stories to be featured will be scheduled in accordance to the online recognition schedule of each region (may be on the same day or after the event) or after the National Recognition Ceremony.

VI. Timeline

Call for Nomination	October 5
Deadline for Submission of Nomination	NOVEMBER 6
Validation and Documentation	October-November
Submission of name and story/profile of the Most Outstanding COVID19 Volunteer per region	NOVEMBER 27
Awarding/Recognition	December 16



SEARCH FOR OUTSTANDING COVID19 VOLUNTEERS



Deadline for submission of this form, together with all the attachments, is on 06 NOVEMBER 2020. Late submissions will no longer be entertained. You may accomplish this form and email back to us at info@pnvsca.gov.ph. You may also access and accomplish this in Google form through this link - _____.

Nominee's Profile		
Name:		
Address:		
E-mail address:	Contact Number:	
Age:	Sex: () Female () Male	
Occupation:		
Is the nominee a member of an organization? () Yes () No		
If yes, please specify the name of the organization and his/her position:		
Motivation for volunteering () Give back to the community () Does not want to be idle () Gain work experience/develop skills () Meet new people or bond with friends () Others, please specify		
Who can we contact to verify and request further information? (When this section is left blank or the contact information is incomplete, the nomination will not be considered.)		
Name of Person/Organization/LGU	Contact Number	Email address:
Name of Person/Organization/LGU	Contact Number	Email address:
Are you willing to be part of the Regional Network of Volunteers and continue volunteering? () Willing () Willing with some conditions Please cite conditions _____ () Not Willing		



SEARCH FOR OUTSTANDING COVID19 VOLUNTEERS



Please check the supporting documents/materials on the list below which you can submit and attach to this form.

- () pictures with recipients of donation/volunteer service
- () receiving copy of donation or Certificate of Appearance in the volunteer activity
- () certificate of good moral/good standing issued by the barangay
- () copy of a government ID of the nominee

Please send the documents to info@pnvsca.gov.ph with the subject "Search for Outstanding COVID19 Volunteers". DEADLINE FOR SUBMISSION OF ENTRIES IS ON 06 NOVEMBER 2020. When the checked supported documents are not submitted within the prescribed timeframe, the nomination will not be considered.

Name of Person who answered this form/Nominator:	Relationship with the nominee
Contact Number of Nominator and Nominee: <i>Nominator:</i> <i>Nominee:</i>	E-mail address of Nominator and Nominee: <i>Nominator:</i> <i>Nominee:</i>
By completing this form, I declare that the information herein provided is true and correct. I also give my consent to PNVSCA, NEDA Regional Offices, DILG-NCR, and BARMM- BPDA to verify the information provided in this form.	



SEARCH FOR OUTSTANDING
COVID19 VOLUNTEERS



CHARACTERISTICS OF ACTUAL VOLUNTEER SERVICE RENDERED (Please indicate the appropriate codes/numbers found in Table 1 below. Sample answers are provided on the first item.)

Volunteering Activities	Manner of doing the volunteering work	Total Volunteer Hours Rendered	Beneficiaries of Volunteer Service	Number of Beneficiaries Served/ Assisted	Area of Coverage	Estimated monetary value of volunteer service	Mode of volunteering	Specific role of the volunteer/ nominee
	A	B	C	D	E	F	G	H
Organizing/coordinating a donation drive	2	4	1 & 2	5	1 (3 brgys)	6	3	2
Cooking/preparation of meals								
Preparation/production of personal protective equipment								
Repacking of goods/donations								
Delivery of donations and other goods								
Medical services								
Counselling								
Data encoding								



SEARCH FOR OUTSTANDING COVID19 VOLUNTEERS



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	A	B	C	D	E	F	G	H
Radio communication								
Manning of checkpoints								
Manning of relief operations/ swabbing centers								
Driving/Providing shuttle services								
Coaching/Mentoring/ Training Services								
Medical consultation								
Editing/Writing								
Data Analytics								
Data Encoding								
Research								
Graphic arts and website development								



SEARCH FOR OUTSTANDING
COVID19 VOLUNTEERS



Volunteering Activities	Manner of doing the volunteering work	Total Volunteer Hours Rendered	Beneficiaries of Volunteer Service	Number of Beneficiaries Served/ Assisted	Area of Coverage	Estimated monetary value of volunteer service	Mode of volunteering	Specific role of the volunteer/ nominee
	A	B	C	D	E	F	G	H
Coordination of volunteer activity//project								
Others, please specify _____								



SEARCH FOR OUTSTANDING
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Table 1: Codes

A. Manner of Doing Volunteering Work	B. Number of Volunteer Hours rendered	C. Beneficiaries of Volunteer Service (put all the numbers that apply)
(1) Face to face (2) Face to face and virtual (3) Virtual/Online only	(1) more than 100 hours (2) 81 to 100 hours (3) 61 to 80 hours (4) 41 to 60 hours (5) 21 to 40 hours (6) 20 hours and below	(1) frontline workers (2) vulnerable groups (women/children/ indigenous people/elderly/PWDs/OFWs) (3) general public (4) members of the organization the nominee is affiliated with (5) family members (6) others, please specify _____
D. Number of Beneficiaries Served/Assisted	E. Area of Coverage	F. Estimated monetary value of volunteer service
(1) more than 100 beneficiaries (2) 81-100 beneficiaries (3) 61-80 beneficiaries (4) 41- 60 beneficiaries	(1) in 2 or more barangays in different provinces (indicate no. of barangays served _____) (2) in 2 or more barangays within same province (indicate no. of barangays served _____)	(1) more than 1M (2) P800,001 – 1M (3) P600,001 - P800,000 (4) P400,001 - P600,000



SEARCH FOR OUTSTANDING
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(5) 20 – 40 beneficiaries	(3) in 2 or more barangays within same city/municipality (indicate no. of barangays served ____)	(5) P200,001 - P400,000
(6) below 20 beneficiaries	(4) outside neighbourhood but within barangay	(6) P50,001 - P200,000
	(5) within the neighbourhood	(7) below P50,000
G. Mode of volunteering		
(1) done alone	(1) organizer/facilitator	
(2) conducted with family members/informal group	(2) participant	
(3) conducted with a formal or an accredited organization/company	(3) others, please specify _____	
(4) others, please specify		

Search for Outstanding COVID-19 Volunteers (SOCV) – Frequently Asked Questions (FAQs)

1. What is the Search for Outstanding COVID-19 Volunteers?

The Search for Outstanding COVID-19 Volunteers (SOCV) is a Recognition Project aimed to highlight the contribution of female and male volunteers who offered their services, skills and resources at this time of pandemic.

This project was initiated by the PNVSCA in coordination with the Regional Development Councils through their Secretariats, the National Economic and Development Authority Regional Offices, and the Bangsamoro Autonomous Region in Muslim Mindanao through the Bangsamoro Planning and Development Authority.

2. Is the SOCV the same as the Search for Outstanding Volunteers (SOV)?

SOCV is different in the sense that the Search is open only to **individuals** who rendered volunteer work specifically during the **COVID-19 pandemic**. The Search is not open to organizations, agencies and local government units (LGUs). However, members of any organization/agency may be nominated for the award.

As with the annual SOV, the objective of the SOCV is the same which is to identify and recognize outstanding Filipino volunteers and their exemplary performance and achievements in empowering communities and promoting volunteerism as a way of life, contributory to nation-building.

3. Who can be nominated?

The Search is open to **individuals (Filipinos)** who have volunteered and made significant contributions in addressing the challenges brought about by the **COVID-19 pandemic**.

4. Is there an age requirement for a possible nominee?

There is **no age requirement** for a possible nominee. Anybody who volunteered during the pandemic may qualify for the award.

5. When should the volunteer work be carried out?

Volunteer work/services should have been rendered from **March to September 2020**.

6. Can I nominate individual volunteers whose work does not focus on COVID-19?

Only individuals whose work focuses on the **COVID-19** pandemic may qualify for the award.

7. Can I nominate individuals who carried out their work in partnership with an organization or group?

Yes, individuals who carried out their work in partnership with a group, organization, company or even family members may be nominated for the award. The Search is also open to individuals who carried out the work **by themselves**.

8. Can I nominate online/virtual volunteers?

Yes, volunteer work may be done physically/face-to-face or online/virtually.

9. Can government employees qualify for the award?

Yes, government employees may qualify for the award as long as the volunteer work is carried out **outside/beyond their duties/responsibilities** as government employees.

10. Can I nominate organizations/companies?

No, the Search is only open to individuals.

11. Is self-nomination allowed?

Yes, self-nomination is allowed.

12. Can I nominate more than one individual?

Yes, you may nominate as many individuals as you want.

13. Can I nominate an individual who is a recipient of another volunteer award?

Yes, individuals who received an award from another group/organization/company may be nominated as long as he/she meets the criteria.

14. Can SOV (Search for Outstanding Volunteers) Awardees be nominated for the SOCV Award?

Yes, SOV Individual Awardees may be nominated as long as he/she meets the criteria.

15. What are the criteria for eligibility/recognition?

Minimum criteria would be as follows:

- Has rendered **at least 20 hours** of volunteer services in response to COVID-19 for the period of March to September 2020;
- Has served/assisted **at least 20 beneficiaries**;

- Volunteer work may be carried out solely by the nominated volunteer or in partnership with groups, companies, organizations.

Those who qualified based on the criteria above will then be evaluated using the following criteria:

- Total **number of hours rendered** for the volunteer work;
- Total **number and type of beneficiaries** served/assisted;
- **Difficulty** of volunteer work;
- **Commitment** to volunteerism; and
- **Motivation** for volunteering.

These are further explained in the nomination form.

16. Is there a required area of coverage for the volunteer work carried out?

Volunteer work may have been done **anywhere in the Philippines**: barangay, community, city, etc. Volunteer work **outside the country** (e.g. OFWs helping fellow distressed OFWs) may be considered if the regions have a way to conduct the validation.

17. When is the deadline for submission of nomination?

Nomination forms will be accepted until **November 6, 12MN**.

18. Where can I get a copy of the nomination form?

Nomination forms may be downloaded at PNVSCA's facebook page: **facebook.com/PNVSCA** or may be obtained from the following agencies:

- NEDA Regional Offices
- Regional Planning and Development Office of the Autonomous Region in Muslim Mindanao
- Local government units

19. Where can I submit the nomination form?

Accomplished nomination forms may be submitted to **info@pnvsa.gov.ph** or to your respective LGUs/NEDA Regional Offices.

20. Aside from the nomination form, do I need to submit other documents?

The following **supporting documents** are required in order to process the nomination:

- Pictures with recipients of donation/volunteer service
- Certificate of Appearance in the volunteer activity (if available)
- Certificate of good moral/good standing issued by the barangay

- Copy of a government ID of the nominee

21. How many awardees will be selected?

The number of awardees per region will **depend on the concerned region**. However, **only the most outstanding volunteer per region** will be forwarded to the PNVSCA/ National Volunteer Month (NVM) National Steering Committee (NSC) for recognition at the **national level**.

22. How will the awardees be selected?

The NVM Regional Committees (RCs), in coordination with national government agencies, local government units, RDC and other partners (CSOs, academe), shall conduct the screening and validation of nominated volunteers **based on the criteria** mentioned above and using the **information provided in the nomination forms**. The NVM Regional Committees may also opt to conduct **virtual interviews** with the top nominees.

The NVM RCs may choose to give award to more than one nominee per region but only one (most outstanding volunteer) shall be submitted to the PNVSCA/ NVM National Steering Committee (NSC) for recognition at the national level.

23. When will the awarding be held?

An online recognition of the National Awardees will be held on **December 16, 2020**. Regional recognition on the other hand will be spearheaded and scheduled by the respective NEDA Regional Offices (NROs), DILG-NCR, and BPDA-BARMM.

24. What will the awardees receive?

Plaques of Recognition will be given to all recipients of the Most Outstanding COVID-19 Volunteer Award. All eligible volunteers, on the other hand, will be given **Certificates of Appreciation**. In addition, the story of each of the 17 regional awardees (Most Outstanding COVID-19 Volunteers) will be **featured in PNVSCA website and facebook page** for the month of December in celebration of the National Volunteer Month (NVM).

For further concerns/inquiries not covered in the list, you may send us an email at info@pnvsca.gov.ph. Thank you.



Republic of the Philippines
National Economic and Development Authority

National Volunteer Month Steering Committee

PARTICIPATION FORM

Theme:

I. Institution's Profile:

Agency/Organization : _____
Address : _____
Telephone Nos. : _____
Email/Facebook : _____
Head of Agency : _____
Contact Person : _____
Designation : _____

II. NVM 2020 Activities

1. Advocacy

- ☐ Press release, social media announcements, and/or volunteer stories
If online, please provide link: _____
If in print, please provide name and date of publication: _____
- ☐ Display of NVM Banner
- ☐ Display of NVM 2020 poster and brochure
- ☐ Printing and distribution of NVM 2020 poster and brochure
- ☐ Radio or TV guesting
- ☐ Issuance of circulars to regional and local offices and announcements to member/partner organizations
- ☐ Promotion and information dissemination on the Search for Outstanding COVID-19 Volunteers
- ☐ Others (Pls. specify) _____

2. Volunteering Services

Activity	Date	Venue	Participants	Organizer	Beneficiary

3. Volunteering Events

Title of Event	Date	Venue	Participants	Organizer

4. Volunteer Recognition

Title of Recognition Activity	Date	Venue	Name/s of Recognized Volunteers

Please send the participation form to PNVSCA at telefax no. (02) 8247 7934 or email the scanned copy to info@pnvsca.gov.ph.

Thank you.

NVM Accomplishment Report Format

Agency/LGU: _____

Objective	Activity(ies)/ Output	Date Conducted	Participants/ Beneficiaries/ Cost (if applicable)	Lessons Learned/ Suggestions to Improve the Volunteering Environment or Create Volunteering Opportunities in the Agency/Sector/ Country

Prepared by:

Noted/Approved by:

Volunteer Focal Person

Head of Agency/LGU