



July 9, 2019



REGIONAL BULLETIN

No. 07, s. 2019

INVITATION FOR THE 2019 SEARCH FOR OUTSTANDING VOLUNTEERS

**TO: Schools Division Superintendents
Division DRRM Coordinators
Division Youth Formation Coordinators
This Region**

1. Herewith attached is the Memorandum No. 18, s. 2019 from the office of the Regional Disaster Risk Reduction and Management Council-Caraga informing all members of the **2019 Search for Outstanding Volunteer** organized by the Philippine National Volunteer Service Coordinating Agency (PNVSCA) which had commenced on May 6, 2019.
2. The categories for the search are:
 - Individual-Youth and Adult
 - Organization-Non-Profit and Corporate
 - Special Award for LGUs
 - Volunteer Lifetime Achievement Award
3. Should there be an interested Division Office or School, the deadline for the submission of nominees is on **July 15, 2019** to the office of the National Economic Development Authority (NEDA)-Caraga Region as the Regional Selection Committee Chair.
4. For more details, contact the secretariat at tel. nos. (085) 342-5774 or visit them at NEDA Caraga Building, JP Rosales Ave., Butuan City.
5. For information.


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OIC – Regional Director 

ESSD/mpb
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SOV GUIDELINES

I. ABOUT THE SEARCH

The Search for Outstanding Volunteers (SOV) is the centerpiece activity of the National Volunteer Month (NVM) which is observed every December pursuant to Presidential Proclamation No. 55, s. 1986. This is the strategy of the Philippine National Volunteer Service Coordinating Agency (PNVSCA) in undertaking advocacy for the promotion of volunteerism as a tool for development as mandated by Republic Act No. 9418 or the Volunteer Act of 2007.

The SOV aims 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.

II. CATEGORIES OF AWARDS

A. National Outstanding Volunteer Award

1. Individual

- Youth
- Adult

2. Organization

- Non-Profit
- Corporate

3. Special Award for LGU

B. Volunteer Lifetime Achievement Award

- Individual
- Organization

For purposes of the Search:

- a) Volunteer refers to individuals who for reasons arising from their socio-developmental, business and corporate orientation, commitment or conviction, contribute time, services and resources, whether on full time or part-time basis to a just and essential social development cause, mission or endeavor in the belief that their activity is mutually meaningful and beneficial to public interest as well as to themselves.

- b) Non-Profit pertains to non-stock, non-profit, non-government organizations, including private academic institutions and "employed" associations in the government that implement volunteer programs by mobilizing and engaging volunteers to provide services and assistance in socio-economic, humanitarian, civic and cultural development activities.

- c) Corporate refers to private business companies and Government-owned and Controlling Corporations (GOCC) that implement volunteer programs either as a component of Corporate Social Responsibility (CSR) or initiated and supported by the employee group, whose employees are recruited and engaged to volunteer their time, skills and resources for socio-economic, humanitarian, civic and cultural development activities.

III. QUALIFICATIONS FOR NOMINATION

A. National Outstanding Volunteer Award

1. Individual

- Must be fifteen (15) to thirty (30) years old for the youth category and at least thirty-one (31) years old for the adult category at the time of submission of nomination.
- Has been consistently and continuously providing volunteer assistance or implementing volunteer program or project in the last three (3) years for the youth and five (5) years for the adult. The volunteer service or assistance in which the nominee is being nominated for shall also be within the same period; and
- Has not been found guilty of crime or offense involving moral turpitude.

2. Organization

- Has been providing volunteer assistance consistently and continuously for the last five (5) years for the non-profit category and for the last three (3) years for the corporate category at the time of submission of nomination. The volunteer service or program to which the organization is being nominated for shall also be implemented within the same period; and
- The organization must be registered with the Securities and Exchange Commission (SEC) or PNVSCA or other duly recognized accrediting government institution, or recognized as a volunteer organization by the local government, local institution or community being provided with volunteer services.

3. Special Award for LGU

- Has been implementing a volunteer program consistently and continuously for the last two (2) years and has existing mechanism that promotes civil society participation in local governance.

B. Volunteer Lifetime Achievement Award

- Has been engaged in consistent and continuous volunteering activities for at least twenty-five (25) years;
- Has been a recipient of national or international awards in relation to volunteerism; and
- Has not been found guilty of crime or offense involving moral turpitude in the case of individual nominees.

IV. CRITERIA FOR EVALUATION

A. National Outstanding Volunteer Award

- Qualities of the Volunteer/Volunteer Organization
- Performance
- Outputs and/or Outcomes

B. Volunteer Lifetime Achievement Award

- Perseverance of volunteerism
- Benefits, relevance of volunteer assistance
- Influence and inspiration

V. NOMINATION PROCESS

1. Nominations forms may be downloaded at PNVSCA website www.pnvsca.gov.ph or may be obtained from the following agencies:
 - PNVSCA
 - MEDIA Regional Offices
 - Regional Planning and Development Office of the Autonomous Region in Muslim Mindanao
2. The nomination forms must be submitted to the concerned Regional Search Committee (RSC) covering the area where majority of the volunteer program, project, or service of the nominee is implemented.
3. Deadline for submission of nominations is on 15 July 2010.

VI. EXCLUSIONARY PROVISIONS

1. Self nomination is not allowed.
2. Nominees who did not qualify for the national award may be re-nominated.
3. National awardees of previous years are no longer eligible to be nominated in the NVM category but may be nominated in the VLAA category.
4. Nomination of the organization and the head of same organization in the same year is not allowed.
5. Members of the NSC are not eligible to nominate.

VII. CONFERRMENT OF AWARDS

The awarding ceremony will be held in December of every year as the centerpiece activity for the National Volunteer Month. The NCVLA will receive a trophy while the VLAA will receive a medal and a certificate of recognition. PNVSCA will cover the transportation, accommodation, and meals of the awardees during their attendance to the awarding ceremony. There will be no monetary incentive for the awardees.



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NOMINATION CHECKLIST AND DOCUMENTARY REQUIREMENT

For Individual Category

- ☐ Nomination Form
- ☐ Endorsement from organization in case of an individual volunteer who is a member of an organization and is being nominated for his/her contributions to the organization
- ☐ Supporting documents to the accomplishments of the nominee that may include but is not limited to:
 - Volunteer Program profile including areas of coverage and beneficiaries within the duration set per category
 - Activity reports or write-ups
 - Implementation plan for the past three (3) years for the youth and five (5) years for adult
 - Implementation plan for the following year for both the youth and adult
 - Published and unpublished articles about the nominee or his/her project
 - Testimonials from beneficiaries and/or project partners
 - Awards and/or Certificate of Recognition received related to volunteerism
 - In-action photos
 - Video documentation
 - Security information
 - List of partner organization/s within the duration set per category

For Organization Category

- ☐ Nomination Form
- ☐ Certificate of registration from SEC and/or other duly recognized accrediting government institution; or recognition as a volunteer organization by the local government, local institution, or community being provided with volunteer services. (GOCCs and LGU are not required to submit.)
- ☐ Supporting documents to the accomplishments of the nominee that may include but is not limited to:
 - Organizational Profile
 - Volunteer Program profile including areas of coverage and beneficiaries
 - Activity reports or write-up
 - Implementation plan for the past three (3) years for corporate and five (5) years for non-profit
 - Implementation plan for the following year for both the corporate and non-profit
 - Published and unpublished articles about the nominee and its project
 - Testimonials from beneficiaries and/or project partners
 - Awards and/or Certificate of Recognition received related to volunteerism
 - In-action photos
 - Video documentation
 - Security information
 - List of partner organization/s within the duration set per category



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For Special Award for LGU

☐ Nomination Form

☐ Supporting documents to the accomplishments of the nominee that may include but is not limited to:

- LGU Profile, list of staff handling volunteer program
- Volunteer Program profile including areas of coverage, beneficiaries, and list of partners and volunteer individuals or organizations
- Activity reports or write-up
- Implementation plan for the past two (2) years
- Implementation plan for the following year
- Published and unpublished articles about the nominee and its project
- Testimonials from beneficiaries and/or project partners
- Awards and/or Certificate of Recognition received related to volunteerism
- In-action photos
- Video documentation
- Budget Allocation for the Volunteer Program



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(Use separate sheet if necessary.)

Submitted by:

Name and Signature:	
Designation:	
Name and Address of Organization	
Home Address:	
Tel No./Fax No./Mobile No.	
Email:	



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ORGANIZATION		☐ Non-Profit
		☐ Corporate
Name of Organization:		
Address:		
Classification	☐ Foundation	☐ NGO
	☐ Employees' Association	☐ Others, specify:

I. BACKGROUND			
A. Name/Position of Current Head of Organization			
B. Name/s of Incorporators/ Founding Members			
C. Personnel/Staff Complement			
No. of Paid Employees	Regular:	Contractual:	Total:
No. of Volunteers Engaged	Full Time:	Part time/Periodic:	
D. Date Established			
E. Registration/Accreditation Status	☐ SEC	☐ LGU	☐ Others:
F. Organizational/Institutional Affiliation	☐ DSWD	☐ DA	☐ Others:

II. ORIGIN/VISION/MISSION
(Use separate sheet if necessary.)

III. VOLUNTEERING EFFORTS					
Program/Activity /Project (PAP)	Objectives	Target Area/ Beneficiaries	No of Volunteers Engaged	Partners/Fundi ng/ Other Resource Mobilization	Remarks
(Use separate sheet if necessary.)					



SEARCH FOR OUTSTANDING VOLUNTEERS



IV. AWARDS/RECOGNITION IN VOLUNTEERISM			
Title of Award	Nature/Objective of Award	Date Given	Awarding Body

(Use separate sheet if necessary.)

Submitted by:

Name and Signature:	
Designation:	
Name and Address of Organization	
Home Address:	
Tel No./Fax No./Mobile No.	
Email:	



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Name of LGU:

Address:

I. BACKGROUND

A. Name of Local Chief Executive

B. Personnel/Staff Complement for the Volunteer Program

No. of Paid Employees

Regular:

Contractual:

Total:

No. of Volunteers Engaged

Full Time:

Part time/Periodic:

II. LIST OF ORDINANCES RELATED TO VOLUNTEERISM

(Use separate sheet if necessary.)

III. VOLUNTEER PROGRAM

Program/Activity /Project (PAP)	Objectives	Target Area/ Beneficiaries	No of Volunteers Engaged	Partners/Fundi ng/ Other Resource Mobilization	Remarks

(Use separate sheet if necessary.)



SEARCH FOR OUTSTANDING VOLUNTEERS



IV. AWARDS/RECOGNITION IN VOLUNTEERISM

Title of Award	Nature/Objective of Award	Date Given	Awarding Body

(Use separate sheet if necessary.)

Submitted by:

Name and Signature:	
Designation:	
Name and Address of Organization	
Home Address:	
Tel No./Fax No./Mobile No.	
Email:	



SEARCH FOR OUTSTANDING VOLUNTEERS



Directory of Regional Search Committees and SOV-NSC Secretariat

Regional Search Committees

Region	RSC Chair	Contact Details
NCR	DILG NCR	4th Floor Annex Bldg., Sugar Regulatory Administration, Sugar Center Compound, North Avenue, Diliman, Quezon City Tel. No. (02) 453-4748
CAR	NEDA Regional Office CAR	Botanical Garden, Leonard Wood, Baguio City Tel. Nos. (074) 442-3232 loc. 0100 (074) 424-1422, (074) 619-6627
I	NEDA Regional Office I	2500 Guererro Road, San Fernando City, La Union Tel. Nos. (072) 888-5501 (072) 888-2679, (072) 888-2680
II	NEDA Regional Office II	NRO2 Building., 1 Dalanna Pawurulun Regional Government Center, Carig, Tuguegarao City Tel. Nos. (078) 844-1336, (078) 304-9300
III	NEDA Regional Office III	Diosdado Macapagal Government Center (DMGC), Maimpis, San Fernando City, Pampanga Tel. Nos. (045) 963-5993, 455-4110
CALABARZO N	NEDA Regional Office CALABARZON	4 th Floor Marcelita Building, Brgy. Real, Calamba City, Laguna Tel. Nos. (049) 576-0148, 576-0155
MIMAROPA	NEDA Regional Office MIMAROPA	2 nd – 4 th Flrs., Paras Building, J.P. Rizal St., San Vicente South, Calapan City Tel. No. (043) 288-1115 loc. 414
V	NEDA Regional Office V	Regional Office No. V, Arimbay, Legazpi City, Albay Tel. Nos. (052) 482-0498, 482-0499
VI	NEDA Regional Office VI	Fort San Pedro, Iloilo City, Iloilo Tel. Nos. (033) 336-6840, 337-9787
VII	NEDA Regional Office VII	Government Center, Sudlon, Lahug, Cebu City Tel. Nos. (032) 414-5263, 414-5265
VIII	NEDA Regional Office VIII	Government Center, Candahug, Palo



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		District, Leyte Tel. Nos. (053) 323-3092, 323-2975
IX	NEDA Regional Office IX	Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City Tel. Nos. (082) 913-0164, 945-0049
X	NEDA Regional Office X	RDC-X Building, corner Capistrano- Echem Streets, Cagayan de Oro City Tel. Nos. (088) 856-1920 loc. 204/200
XI	NEDA Regional Office XI	NEDA-RDC XI Center, Km. 7 SPED Area, Bangkal, Davao City Tel. Nos. (082) 296-0161 loc. 113
XII	NEDA Regional Office XII	Regional Government Center, Carpenter Hill, Koronadal City, South Cotabato Tel. Nos. (083) 228-9203, 228-6211
XIII	NEDA Regional Office XIII	NEDA CARAGA Bldg., JP Rosales Ave., Butuan City, Agusan del Norte Tel. No. (085) 342-5774
ARMM	ARMM Regional Planning and Development Office	ARMM Compound, Cotabato City Tel. Nos. (064) 421-1389, 421-7614

SOV-NSC Secretariat

Philippine National Volunteer Service
Coordinating Agency

G/F Sugar Center Building, North Avenue,
Diliman, Quezon City
Tel. Nos. (02) 247-7934, (02) 927-6847