



Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG – NAPOLCOM CENTER Building, EDSA Corner Quezon Avenue, Quezon City



June 29, 2016

MEMORANDUM CIRCULAR
NO. 2016- 91

FOR : ALL PROVINCIAL GOVERNORS, CITY AND MUNICIPAL MAYORS, DILG REGIONAL/PROVINCIAL/CITY DIRECTORS, MLGOOs, AND ALL OTHER CONCERNED

SUBJECT : SEARCH FOR OUTSTANDING VOLUNTEERS 2016

Volunteers play a crucial role as advocates and implementers of development initiatives as they perform a multitude of tasks covering community education, skills building, entrepreneurship, resource mobilization, people organizing, project monitoring, delivery of social services among others. Imbued with the spirit of goodwill, they help empower people without expecting any financial gains in return. To encourage the spirit of volunteerism and to recognize the important contributions of volunteers, Presidential Proclamation No. 194, dated 7 December 1987, declares every 5th day of December as the International Volunteer Day for Economic and Social Development in the Philippines. Furthermore, Presidential Proclamation No. 55, dated 5 December 1998, declares the month of December of every year as the National Volunteer Month.

In recognition of our volunteers' selfless dedication and exemplary performance to serve and help in development and nation-building, the Philippine National Volunteer Service Coordinating Agency (PNVSCA) in partnership with the National Volunteer Month Steering Committee (NVM-SC) is now pursuing the Search for Outstanding Volunteers (SOV) for FY 2016

The Search for Outstanding Volunteers confers two (2) types of awards:

- The National Outstanding Volunteer Award given to an individual (youth and adult category) or organization (non-profit and corporate category) for outstanding volunteer service that has made a significant contribution to uplifting the lives of people and communities served;
- The Volunteer Lifetime Achievement Award given to an individual or organization for consistent and outstanding volunteer service and whose achievement is regarded as an inspiration and role model in the field of volunteerism.

The search is open to the following individuals and organizations currently providing volunteer assistance in the Philippines:

- Individuals of Filipino citizenship;
- Filipino or local chapters of foreign / international non-profit organizations; and
- Filipino or local chapters for foreign / international corporate organizations.

For those who would like to nominate individuals or organizations, nomination forms may be downloaded at www.pnvzca.gov.ph or may be obtained from the following agencies:

- PNVSCA
- National Economic and Development Authority (NEDA)
- Regional Planning and Development Office (RPDO) – Autonomous Region in Muslim Mindanao

The completed nomination forms must be submitted to the respective Regional Search Committee (RSC) that covers the area where the volunteer or volunteer organization is based. Deadline of submission of nomination is on July 31, 2016.

The RSCs are chaired by the NEDA Regional Offices, RPDO for the Autonomous Region in Muslim Mindanao and the Department of the Interior and Local Government-Bureau of Local Government Development for the National Capital Region.

All Regional/Provincial/ City Directors are hereby directed to cause the widest dissemination of this Memorandum Circular within their respective jurisdictions.

Attached is a brochure of the 2016 Guidelines for you reference.

For the information, guidance and compliance of all concerned.


MEL SENEN SARMIENTO
SECRETARY 



TAGAPAGTAGUYOD NG **PAG-ASA**

Volunteers are the unsung and unnamed heroes who help build and empower the nation. Their compassion and selfless service to the underprivileged communities ignite hope and serve as indispensable tools in our journey towards progress and sustainability.



REPUBLIC OF THE PHILIPPINES
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY

PHILIPPINE NATIONAL VOLUNTEER
SERVICE COORDINATING AGENCY

For more information, please contact:

Tel. no.: (02) 277-7389 • Email: info@pnvsca.gov.ph

Website: www.pnvsca.gov.ph



REPUBLIC OF THE PHILIPPINES
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY
PHILIPPINE NATIONAL VOLUNTEER
SERVICE COORDINATING AGENCY



**SHARE
YOUR
STORY,
INSPIRE
OTHERS**

SEARCH FOR OUTSTANDING
VOLUNTEERS

2016

GUIDELINES

SEARCH FOR OUTSTANDING VOLUNTEERS

GUIDELINES

I. PURPOSE

The Search for Outstanding Volunteers (SOV) aims to highlight the exemplary performance and dedication to service of Filipino volunteers in helping people and communities and recognize the role of volunteerism in development and nation-building.

II. COVERAGE

The Search is open to the following individuals and organizations currently providing volunteer assistance in the Philippines:

- Individuals of Filipino citizenship;
- Filipino or local chapters of foreign/international non-profit organizations; and
- Filipino or local chapters of foreign/international corporate organizations.

III. DEFINITION OF TERMS

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

- **Non-Profit** refers to non-stock, non-profit, non-government organization/s, including academic institution/s that implement volunteer program/s by mobilizing and engaging volunteers to provide services and assistance in socio-economic, humanitarian, civic and cultural development activities.
- **Corporate** refers to companies that implement volunteer program/s either as a component of Corporate Social Responsibility (CSR) or initiated and supported by the employee group, where employees are mobilized and engaged to volunteer their time, skills and resources for socio-economic, humanitarian, civic and cultural development activities.

IV. TYPES AND CATEGORIES OF AWARDS

A. National Outstanding Volunteer Award

The award is conferred to an individual or organization for outstanding volunteer service that has made a significant contribution to uplift the lives of people and communities served.

| Individual | Organization |
|------------|--------------|
| • Youth | • Non-Profit |
| • Adult | • Corporate |

B. Volunteer Lifetime Achievement Award

The award is conferred to an individual or organization for consistent and outstanding volunteer service and whose achievement is regarded as an inspiration and role model in the field of volunteerism.

V. 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 providing volunteer assistance consistently for at least three (3) years for the youth category and at least five (5) years for the adult category at the time of submission of nomination;
- A member of a volunteer organization or institution registered with the Securities and Exchange Commission (SEC) or PNVSCA or other duly recognized accrediting government institution; or recognized as a volunteer by the local government, local institution or community being provided with volunteer services; and
- Has not been found guilty of crime or offense involving moral turpitude.

2. Organization

- Has been providing volunteer assistance consistently for at least five (5) years for the non-profit category and at least three (3) years for the corporate category at the time of submission of nomination; and
- 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.

B. Volunteer Lifetime Achievement Award

- Has been engaged in consistent volunteering activities for at least twenty five (25) years;
- Has been a recipient of regional, 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.

VI. CRITERIA FOR EVALUATION

A. National Outstanding Volunteer Award

1. Individual

- Qualities of the Volunteer – Motivation, behavioral attributes, character and integrity.
- Performance – Volunteer activities, innovative volunteering practice/s, and promotion of volunteerism

- Outputs and/or Outcomes – Benefits, relevance, effectiveness, sustainability and replicability of volunteer assistance.

2. Organization

- Qualities of the Organization – Organizational culture and policy, volunteer program and volunteer management system.
- Performance – Volunteer activities, innovative volunteering practice/s, and promotion of volunteerism.
- Outputs and/or Outcomes – Benefits, relevance, effectiveness, sustainability and replicability of volunteer assistance.

B. Volunteer Lifetime Achievement Award

Role model in promoting and advocating volunteerism and active citizenship through positive examples and best practices adopted and emulated by partners and stakeholders.

VII. SEARCH AND NOMINATION PROCESS

1. The Regional Search Committees (RSCs) are constituted to proactively search and nominate qualified candidates to the award.
2. Nomination forms may be downloaded at www.pnvsca.gov.ph/sov or may be obtained from the following agencies:
 - PNVSCA
 - NEDA Regional Offices
 - Regional Planning and Development Office of the Autonomous Region in Muslim Mindanao

The completed nomination forms must be submitted to the respective RSC that covers the area where the volunteer or volunteer organization is based. Deadline for submission of nominations is on 31 July 2016. For NCR nominations, completed forms must be submitted to the PNVSCA, G/F Philippine Sugar Center Building, North Avenue, Diliman, Quezon City.

3. The RSC shall submit the documentation of the nominees to the SOV-National Selection Committee (NSC) on or before 30 September 2016.

VIII. PROHIBITION AND EXCLUSIONARY PROVISIONS

1. Self-nomination is not allowed.
2. Nominees who did not qualify for the national award may be renominated.
3. National awardees of previous years are no longer eligible to be nominated except for the Volunteer Lifetime Achievement Award.
4. Members of the NSC are not eligible to nominate.

IX. CONFERMENT OF AWARDS

The recognition ceremony will be held in Manila in December 2016 during the celebration of the National Volunteer Month.

National awardees based outside Metro Manila shall be provided round-trip transportation and accommodation for their attendance in the awarding ceremony.

SOV 2016 COMMITTEE CHAIRPERSONS

DDG Margarita R. Songco

Chair, SOV-National Selection Committee
National Economic and Development Authority

RD Milagros A. Rimando

NRO-CAR
Botanical Garden,
Leonard Wood Road, Baguio City
Tel. Nos. (074) 442-3232 loc. 0100
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8888-2680

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Tel. Nos. (078) 844-1336, 844-9300

RD Severino C. Santos

REGION III
2nd Flr Hyatt Garden Bldg., Dolores,
San Fernando City, Pampanga
Tel. No. (045) 963-5993 loc 107

OIC-RD Luis G. Banua

REGION IV-A CALABARZON
4th Floor Marcelita Building,
Brgy. Real, Calamba City, Laguna
Tel. Nos. (049) 576-0148

OIC-RD Susan A. Sumbeling

REGION IV-B MIMAROPA
2nd - 4th Flrs, Paras Building,
J.P. Rizal St, San Vicente South,
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Arimbay, Legazpi City, Albay
Tel. No. (052) 482-0505, 482-0498

RD Ro-Ann A. Bacal

REGION VI
Fort San Pedro, Iloilo City, Iloilo
Tel. Nos. (033) 335-1070, 337-6840,
336-2392, 336-9787

RD Efrén B. Carreon

REGION VII
Government Center, Sudlon,
Lahug, Cebu City
Tel. No. (032) 414-5263

RD Bonifacio G. Uy

REGION VIII
Government Center, Candahug,
Palo District, Leyte
Tel. Nos. (053) 323-3092, 323-2975

RD Teresita Socorro C. Ramos

REGION IX
Zamboanga del Sur
Provincial Government Center,
Dao, Pagadian City
Tel. Nos. (062) 945-0049, 215-4113

RD Leon M. Dacanay Jr.

REGION X
RDC-X Building, Corner
Capistrano-Echem streets,
Cagayan de Oro City
Tel. Nos. (08822) 856-1920 loc. 204

RD Ma. Lourdes D. Lim

REGION XI
NEDA-RDC XI Center Km. 7,
SPED Area, Bangkal, Davao City
Tel. Nos. (082) 296-0161 loc. 113

RD Arturo G. Valero

REGION XII
2nd-3rd flrs, Rommel Building,
Jose Abad Santos Street,
Koronadal City, South Cotabato
Tel. Nos. (083) 228-9203, 228-6211

RD Mylah Faye Aurora B. Cariño

CARAGA
Nimfa Tiu Bldg., J. P. Rosales Ave.,
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ED Baintan Adil-Ampatuan

ARMM Regional Planning and
Development Office
ARMM Compound, Cotabato City
Tel. No. (064) 421-1398

OIC-Director Anna Liza F. Bonagua

SOV-NCR Search Committee
Bureau of Local Government Development,
Department of the Interior and Local Government
DILG-NAPOLCOM Center, EDSA cor. Quezon Ave., Quezon City