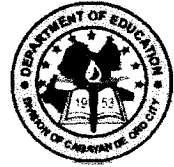
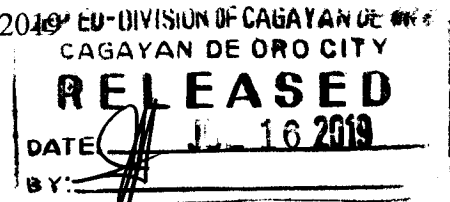




Department of Education  
Region X  
**DIVISION OF CAGAYAN DE ORO CITY**  
Father Masterson Avenue, Upper Balulang  
Cagayan de Oro City



July 12, 2019



**DIVISION MEMORANDUM**

No. 533 s. 2019

**PARTICIPATION OF MARCHING BAND TO THE HIGALAAAY STREET PARADE  
AND FLOATS 2019**

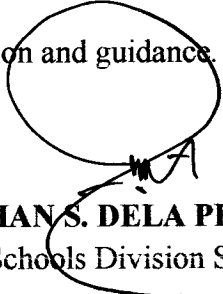
TO: Public and Private Secondary School Heads  
This Division

1. As per information from the City Tourism and Cultural Affairs Office, there will be a **“Higalaay Street Parade and Foats 2019”** on August 27, 2019. One of the highlights of the said event is the staging of a Marching Band that will be participated by public and private Secondary Schools in the city who signified their intention to join the parade by filling out the Registration Form. The field-up Registration Form shall be submitted to the City Tourism and Cultural Affairs Office, Executive Building, City Hall Compound on or before August 9, 2019, copy furnish this office.
2. Attached herewith are the Guidelines for the Marching Band Contingents and a copy of the registration form.
3. Other activities that will be conducted in relation to the said activity are as follows:

August 13, 2019 at 9:00AM - Marshall's Meeting

August 13, 2019 at 2:00PM - Marching Band Coordinator's Meeting

4. For your information and guidance.

  
**JONATHAN S. DELA PEÑA, Ph. D., CESO V**  
Schools Division Superintendent

Allotment:

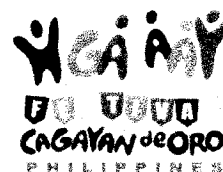
To be indicated in the Perpetual Index  
Under the following subject:  
OFFICE Memoranda



cagayan  
de oro

Republic of the Philippines  
**CAGAYAN DE ORO CITY**

CITY TOURISM AND CULTURAL AFFAIRS OFFICE  
Ground Floor, Executive Building, City Hall Compound  
Email add: [tourismcdo@gmail.com](mailto:tourismcdo@gmail.com)



## HIGALAAY Street Parade and Floats 2019 (Civic-Military Parade)

The HIGALAAY Street Parade and Floats is the longest running City's Civic-Military Parade for the fiesta celebration that highlights the parade of floats. This year's theme features anything that is reflective of Cagayan de Oro's culture, history and contemporary with a touch of Gold.

### GUIDELINES FOR MARCHING BAND CONTINGENTS

#### A. PARTICIPANTS

1. Participation is open to all corporate-base establishments, schools, government and non-government organizations, barangays, and civic clubs among others.
2. A contingent of at least 50 participating individuals and a maximum of 200 are encouraged to come with their own colorful flaglets bearing the logo of the festival.
3. School contingents should only be from grade VII students and up. Those with health problems are discouraged to participate due to distance of parade route and weather condition.
4. Participation in the street parade must be signified by filling out the Registration Form that is available at the **City Tourism and Culture Affairs Office**, City Hall Complex this city. Deadline of submission would be on or before **August 09(Friday), 2019, 05.00 in the afternoon.**

#### B. PARADE DECORUM

1. Contingents must have their own school/organization banners, unless otherwise a festival sponsor takes care of it.
2. Contingents are enjoined to march smartly and observe uniformity of foot placement and body movement, posture and body carriage, and maintain appropriate effective carriage of all equipment.
3. Forward motion must be maintained throughout the parade. Any maneuvering, countermarching or other actions delaying the forward progress of the parade is prohibited.
4. Each contingent is enjoined to observe alignment forms (ranks, files, diagonals, etc.)
5. Each contingent is expected to demonstrate uniformity in timing, spacing and the halts as well as visually appropriate spacing while standing fast or marching.
6. Each contingent must wear only one (1) uniform. School contingent may wear their school P.E. uniform to cut down on unnecessary expense, and to highlight the visibility of the school seal and name of the parade.
7. Barefoot is not allowed during the street parade or during the performances related to the parade.
8. The use and display of commercial parades, banners, sashes by contingents is not allowed.
9. Sexy dance steps and sexually suggestive moves (thrusting, grinding, twerking, etc.) are discouraged as these are not appropriate in a civic-military parade protocol.
10. Ensembles are expected to project uniformity of apparels or costumes related to a marching band. Uniform must be decent.
11. Ensembles are enjoined to demonstrate superlative alignment forms (ranks, files, diagonals, etc.)

12. **PERFORMANCE:** Bands are encouraged the use of batons and other hand props in the street choreography and infuse the players of drums bugles, and/or lyres in their performance.
13. All contingents must assemble at the designated venue one hour before the flag off. Contingents will be assigned to their respective assembly point during the final briefing.
14. Band members are expected to demonstrate uniformity in marching steps. Execution of pivot, turns, facings, starts and stops, including upper/lower body execution.
15. The use and display of commercial placards, banners, sashes by any member of the band is not allowed.
16. Participation of the marching bands is the soul of the HIGALAAY Street Parade and Floats. It is a showcase of talents from various institution marching bands, and are expected to display their best, thus, participation and performance is not a competition.
17. The order of the street parade – which is slated at **05.00 in the morning on August 27(Tuesday), 2019** will be determined and announced by the Event Committee accordingly. Each contingent must follow the prescribed order of the parade sequence.
18. The Event Committee will set the schedule of coordination meetings and practices.

#### **C. SECURITY / ADMINISTRATIVE SUPPORT**

1. For the safety and security, and to ensure a smooth flow of the parade **NO MATERIALS** (gifts, candies, merchandise, leaflets, liquids, etc.) may be handed out or thrown from participants to the audience, spectators and crowd. This policy shall be strictly imposed by the Parade Marshals.
2. All decisions of the event committee are final and binding.
3. For more details, interested participants may contact the **City Tourism and Cultural Affairs Office at number 859-38-42, Ms. Ave Gladys C. Gabucan at 0905-280-5448 and Mr. Maico Torres, II at 0917-321-6642.**



## HIGALAAY STREET PARADE AND FLOATS

EVENT DATE: August 27, 2019  
Assembly Point: Rodelsa Circle  
Assembly Time: 05:00 A.M.

CONTINGENT NO:

### REGISTRATION FORM (Marching Band)

Name of School, Organization, Group:	Date of submission:
Address:	Contact Numbers:
Name of School Principal/President of Organization:	
Barangay Chairman:	Barangay:
Brief Description of Contingent:	

We have read and understood the guidelines of the HIGALAAY Street Parade and Floats, and we hereby affixed our signature below to signify our conform and commitment that we will strictly abide by them.

\_\_\_\_\_  
**SIGNATURE OVER PRINTED NAME**  
Head

\_\_\_\_\_  
**SIGNATURE OVER PRINTED NAME**  
Authorized Representative

Note: Please submit on or before August 09(Friday) 2019, 05.00PM to the City Tourism and Cultural Affairs Office, City Hall Complex, Cagayan de Oro.