



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

August 15, 2022

DIVISION MEMORANDUM
No. 317, s. 2022

PARTICIPATION TO THE 2022 HIGALAAY FESTIVAL

To: Assistant Schools Division Superintendent
Division Chiefs
CID and SGOD Personnel
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to the attached letter of invitation sent by the Office of the City Administrator, the field is enjoined to participate to the upcoming Civic - Military Parade on August 27, 2022 at 5:00 a.m.
2. The activity aims to ensure a successful, safe and meaningful fiesta celebration in honor of the city's patron saint, St. Augustine, and for the enjoyment of Kagay-anons and guests.
3. Please see attached parade proper mechanics for reference.
4. This Office directs the immediate and wide dissemination of this Memorandum.


CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

To be indicated in Perpetual Index
under the following subjects:
PROGRAMS PARTNERSHIPS





**cagayan
de Oro**
city of golden friendship

Republic of the Philippines
CAGAYAN DE ORO CITY
OFFICE OF THE CITY ADMINISTRATOR



August 2, 2022

Dr. CHERRY MAE LIMBACO CESO V
Schools Division Superintendent
Division of Cagayan de Oro
Cagayan de Oro City

DepEd
CAGAYAN DE ORO CITY DIVISION
Received by: _____
Date: AUG 1 2 2022
Time: 10:52

Dear Dr. Limbaco:

Warmest Higalaay Greetings!

The city fiesta in honor of the city's patron saint, St. Augustine is just around the corner, and preparations are underway for the HIGALAAY FESTIVAL 2022. In this connection, the city is committed to ensuring a successful, safe, and meaningful fiesta celebration for the enjoyment of the Kagay-anons and guests.

In line with this, we will hold the longest-running and much-awaited Civic-Military Parade, the Higalaay Street Parade and Floats, and we would like to invite you to join us on August 27, 2022 at five o'clock in the morning. Attached are copies of guidelines and registration form, both street parade and float competition. Deadline for the submission of registration will be on 15 August 2022.

Thank you, and hoping for your participation in this year's Higalaay Festival.

Sincerely,


ATTY. ROY HILARIO P. RAAGAS
City Administrator *capl*





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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



HIGALAAY Street Parade and Floats (Civic-Military Parade)

HIGALAAY Street Parade and Floats is the city's civic military parade for the fiesta celebration. This fiesta highlight will be the parade of floats. This year's theme will feature anything reflective of Cagayan de Oro's culture, history and contemporary with a touch of gold.

FLOATS COMPETITION GUIDELINES

A. GENERAL APPEARANCE AND SET-UP

1. Heads/organizers/leads shall ensure that all participants are **fully vaccinated**.
2. Strict implementation of the mandatory requirements on the **Minimum Public Health Standards** during the conduct of event.
3. Participation is open to all corporate-based establishments, institutions, government and non-government organizations, barangays, civic clubs and others.
4. Floats must be decorated or adorned according to the theme concept. Live characters atop the float must be dressed in costumes that conform to standards of decency. Failure to follow would mean automatic removal and disqualification from parade participation.
5. Specific Measurements: **Height of Float** not more than 4 meters from ground level. **Length of Float** at least 5 meters, but not more than 20 meters, **Width of Float** at least 3 meters, but not more than 5 meters.
6. Size of corporate logo as part of the float should not exceed 2'x4' and limited to exposure of one (1) piece only.
7. Mobile exhibits and floats should have their own working fire extinguisher.
8. If using the Philippine Flag, it must be placed according to protocol.
9. All entries shall ensure that the structural integrity and safety of the float is sound. Proper platforms, or safety harness, if necessary, must be provided for use of the participants/actors. Safety of the audience must also be of primary importance.

B. PARADE PROPER

1. Other than the actors and the driver, four (4) logistic support staff properly identified with color bands or uniforms shall be allowed to accompany the float.
2. The parade entries' sequence shall follow the prescribed sequence of the HIGALAAY Street Parade and Floats Committee.
3. All entries must assemble at the designated venue two hours before the flag off. Violation would mean a 10-point deduction from the total score or a non-inclusion in the parade.
4. Members of participating entries shall not drink any alcoholic beverages before or during the parade, and they shall be circumspect in the use of drinks in public places, so as not to give the impression of drinking alcoholic beverages.
5. Forward motion must be maintained throughout the parade. Any maneuvering, countermarching or other action delaying the forward progress of the parade **is prohibited**.
6. **No display** of any firearm (real or make-believe) of any type, or other items that may be considered in poor taste are **not permitted**.
7. Contingents that shall have any animal component shall provide their own clean-up crew that services the area as the parade progresses.

from participants to the audience/spectators/crowd. This policy shall be strictly imposed by the Parade Marshals.

2. All decisions of the events committee are final and binding.
3. For more details interested participants may contact **Ms. Lez Ivy Maramias**, at the City Tourism and Cultural Affairs Office at number, 859-3842 and 0965 471 9378.

D. CRITERIA, JUDGING AND PRIZES

1. All competing entries must submit a sketch of their float sketch showing dimensions with description on or before *August 15, 2022*. This requirement shall be attached to the Registration Form to be submitted online by using this link: <https://forms.gle/JE1eoqnWQnAKCD4y9>
2. Entry shall be treated with strict confidentiality by the organizers. No Sketch, No Description, No Parade.
3. All entries must be approved by the HIGALAAAY FESTIVAL Committee.
4. Deadline for registration shall not be later than August 15, 2022 at link provided.
5. Pre-judging shall be done two hours before the start of the competition at the assembly area.
6. Judging stations shall be determined by the organizers.
7. The decision of the Board of Judges shall be final and may not be appealed.
8. Violation of any of these rules may result in the disqualification by the judges or barred from the parade.

9. Cash Prizes and Awards:

- First Prize ----- P 120,000.00 + Trophy
- Second Prize ----- 90,000.00 + Trophy
- Third Prize ----- 70,000.00 + Trophy

1. Criteria for the Float Competition:

- a. **CREATIVITY/ARTISTRY ----- 40%**
 - Live Characters on the float
 - Relevance to competition theme
 - Propriety of costumes
- b. **ORIGINALITY OF DESIGN ----- 30%**
 - Concept
 - Uniqueness
 - Craftsmanship
- c. **OVER-ALL IMPACT ----- 30%**
 - Attractiveness
 - Harmony of colors (vibrant and or vintage)
 - Discreet use of advertisement

Total ----- 100%



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HIGALAAY STREET PARADE AND FLOATS

EVENT DATE: August 27, 2022
Assembly Point: Gaston Park
Assembly Time: 5:00 A.M.

CONTINGENT NO:

REGISTRATION FORM

(Contingent FLOAT)

Name of School, Organization, Group:

Date of submission:

Address:

Contact Numbers:

Name of School Principal/President of Organization:

Brief Description of Contingent:

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

SIGNATURE OVER PRINTED NAME
School Head/Organization Head/Barangay Chairman