



# Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

website: [www.vsu.edu.ph](http://www.vsu.edu.ph); email: [op@vsu.edu.ph](mailto:op@vsu.edu.ph)

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## Office of the President

18 September 2012

MEMORANDUM NO. 251

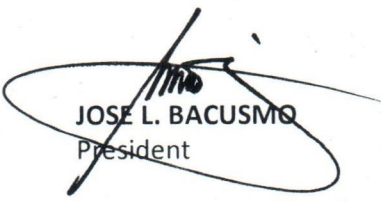
Series of 2012

T O: Dr. Edgardo E. Tulin  
Dr. Lualhati M. Noriel  
Dr. Ma. Juliet C. Ceniza  
Dr. Beatriz S. Belonias  
Dr. Renezita S. Come  
Dr. Humberto R. Montes, Jr.  
Dr. Pastor P. Garcia  
Dr. Feliciano G. Sinon

R E: 2013 Search for Sustainable and Eco-Friendly Schools

With Dr. Edgardo E. Tulin as Chairperson and the rest as members, please constitute yourselves into a committee to spearhead for our possible participation in the 2013 Search for Sustainable and Eco-Friendly Schools. Attached are pertinent documents for your reference.

Please be guided accordingly.

  
JOSE L. BACUSMO  
President



Republic of the Philippines  
Office of the President  
**COMMISSION ON HIGHER EDUCATION**  
REGIONAL OFFICE NO. VIII

Alan,  
let's create a  
committee to  
work & coordinate  
on this.  
Thanks  
ms

MEMORANDUM FROM THE REGIONAL DIRECTOR

TO : President of State Universities and Colleges and  
Presidents of Private Higher Education Institutions

SUBJECT : 2013 SEARCH FOR SUSTAINABLE AND ECO-FRIENDLY  
SCHOOLS

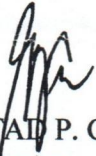
DATE : September 03, 2012

In accordance with the pertinent provisions of Republic Act No. 7722, otherwise known as the "Higher Education Act of 1994", this Office hereby endorses the undertaking organized by the Environmental Management Bureau (EMB) on the 2013 Search for Sustainable and Eco-friendly School.

Attached is the letter of Ms. Letecia R. Maceda, OIC Regional Director of EMB and the entry forms, Rationale and Mechanics of the Search.

For details, other inquiries and clarification please contact the office of the Environmental Management Bureau at telephone numbers (053) 323-2710 and (053) 323-2194.

For information.

  
LIBERTAD P. GARCIA  
OIC, Director





Republic of the Philippines  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
**ENVIRONMENTAL MANAGEMENT BUREAU**

Office of the Regional Director

Regional Office No. 8

Brgy. Baras, Palo, Leyte

Tel. No. (053) 323-2710, 323-2194 and Fax No. (053) 323-4054

DIRECTOR'S OFFICE

RECEIVED

8-22-12  
4:20 pm

August 17, 2012

LIBERTAD P. GARCIA, Ed. D.  
Regional Director  
COMMISSION ON HIGHER EDUCATION  
Regional Office No. VIII  
Sagkahan, Tacloban City, Leyte

ENVIRONMENTAL MANAGEMENT BUREAU  
REGIONAL OFFICE NO. 8  
PALO, LEYTE  
RELEASED BY: [Signature]  
DATE RELEASED: 8/22/12  
TIME RELEASED: 4:20 PM

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22 AUG 2012  
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Subject: 2013 Search for Sustainable and Eco-friendly Schools

Dear Dr. Garcia:

Greetings!

The Department of Environment and Natural Resources thru the Environmental Management Bureau in partnership with the Department of Education, Commission on Higher Education, with SMART Communications Inc. has officially launched the 2013 National Search for Sustainable and Eco-friendly School.

*In line with this we are respectfully requesting if you could help us disseminate this information to state universities and colleges within the turf of CHed Regional Office VIII. Also, hereunder are list of important dates and activities:*

Date	Activity	Responsible Agency
March 15, 2013	Submission of School entries	(for Elementary & High School) to concerned DepEd Division Offices  (for colleges/universities) to EMB Regional Offices
May 2-31, 2013	Regional Judging of Entries	Regional Level Core Group (comprised by DepEd, CHed, SMART Comm. Inc, NGO and EMB)
July 1-5, 2012	Notification by EMB Regional Offices of one (1) finalist school per category	Regional Level Core Group (comprised by DepEd, CHed, SMART Comm. Inc, NGO and EMB)
July 31, 2012	Endorsement of one regional champion per category to EMB Central Office for national competition	EMB Regional Office 8
Beginning September 2013 onwards or any special event celebrations of EMB/DENR Regional Offices	Announcement and Awarding of Regional Champions	Regional Level Core Group (comprised by DepEd, CHed, SMART Comm. Inc, NGO and EMB)
August 15-October 31, 2013	National Judging of Regional Winners (national finalists)	Review Committee to be convened by EMB Central Office
November 15, 2013	Awarding of Winners & Exhibit of Winning Entries & National Finalists	Review Committee to be convened by EMB Central Office

We have also attached copies of Entry Forms, Rationale and Mechanics of the Search for your immediate reference and for dissemination.

Thank you and hoping for your usual cooperation on our environmental advocacy.

Very truly yours,  
[Signature]  
LETECIA R. MACEDA  
OIC Regional Director



## 2013 NATIONAL SEARCH FOR SUSTAINABLE AND ECO-FRIENDLY SCHOOLS

### Rationale:

"Overcoming poverty, gender equality, health promotion, environmental conservation and protection, rural transformation, human rights, intercultural understanding and peace, sustainable production and consumption, cultural diversity, and information and communication technologies – these are the key themes under the United Nations Decade of Education for Sustainable Development (UNDESD) that has been declared for the years 2005-2014.

Education for sustainable development centers on awareness of sustainable development issues, enhancing knowledge, influencing values and attitudes, and encouraging responsive behavior and learning that leads to action. Information is a major component of education and a continuous campaign for massive environmental awareness is indeed necessary.

Under the country's local response to the UNDESD, included in the National Environmental Education Action Plan for Sustainable Development is a national program that would encourage schools to establish sustainable and eco-friendly schools. The school system is a vital part of our basic learning and is seen as a powerful vehicle for change. The school population, comprising of the students, teaching and non-teaching personnel, constitute a sizeable percentage of the national population. As such, any program focused on advocacy and other multi-faceted program of activities done within the school system especially relating to environmental concerns needs to be documented, encouraged, and recognized.

Sustainable and Eco-Friendly Schools may be described as environment-friendly schools that have initiated and integrated in their instruction, research, extension and/or administration, programs which are environment-related. The promotion of this program for the establishment and/or strengthening of sustainable and eco-friendly schools in the country had been enshrined as a priority in the ASEAN Environment Year 2012 with a theme "Environmental Awareness through Eco-Schools", and likewise in the Road Map for the Implementation of Republic Act No. 9512 also known as the National Environmental Awareness and Education Act of 2008 under the National Environmental Education Action Plan for Sustainable Development (2009-2014).

In 2009, the National Search for Sustainable and Eco-Friendly Schools was launched, as a partnership program among the Department of Environment and Natural Resources, thru the Environmental Management Bureau, the Department of Education, Commission on Higher Education, with Smart Communications Inc. Nine schools were declared as national champions, with the best being the following: Peñablanca East Central School in Cagayan for Elementary; La Castellana National High School in Negros Occidental for High School; and Palawan State University in Palawan for College. Meanwhile, for 2011 National Search for Sustainable and Eco-Friendly Schools, the following emerged as winners: Iliranan Elementary School in Negros Occidental for Elementary; Camarines Sur National High School in Naga City for High School; and De La Salle University-Dasmariñas in Cavite for College. For 2013, another National Search for Sustainable and Eco-Friendly School is in place, to give recognition to the environmental initiatives of schools over the country. The National Search that will give recognition awards to Best Schools is planned to repeat periodically.

The following can be adopted in pursuit of sustainable eco-friendly schools:

- developing environmental policies for the school
- physical cleanliness, orderliness and beautification of the school
- energy conservation and demand management
- water conservation/water management (maintenance of potable water)
- paper conservation/paper recycling



- waste reduction, waste segregation, recycling and composting
- air, water and soil pollution control
- seedling production/vegetable gardening and marketing
- reforestation and/or nursery establishment
- establishment of a botanical garden
- herbarium
- establishment of bio-park
- environmental audits of school's operations and facilities
- integration of environmental themes into the school curriculum
- conduct of in-service environmental training for faculty members
- presence of environmental clubs/organization
- development of environmental support instructional materials
- offering of environmental degrees/certificate programs
- environment and natural resource-related research works and studies
- linkages and exchanges on the environment with the following sectors: national government agencies, non-government organizations, religious organizations, local government units, business and industry sector, among others
- environmental awareness and community education, holding of green fairs and environmental exhibits/sale of green products, holding of seminars and/or conferences/symposia, holding of eco-tours or ecological destinations, healthy lifestyle campaigns
- climate change mitigation and adaptation programs

Some of these programs can take the form of: litter watch; beach eco-watch; tap watch; bantay-ulan; bantay-dagat; bantay-gubat; land care, and the like.

#### **Objectives of the Program:**

1. To encourage schools/academic institutions to become more actively involved in environmental issues at a practical and local level; and
2. To develop skills and understanding among the students, faculty and school administrators in initiating active responses and increasing community awareness and participation on environmental concerns.

#### **Mechanics:**

1. A scheme of rating the extent of sustainability and eco-friendliness of school had been jointly drawn up by the Environmental Management Bureau of the Department of Environment and Natural Resources, with the Department of Education, Commission on Higher Education, and some civil society and private sector groups.

#### **CRITERIA FOR DETERMINING THE LEVEL OF SUSTAINABILITY AND ECO-FRIENDLINESS OF THE SCHOOLS ARE GIVEN BELOW:**

- 1. Environment-related Aspects of the School's Policy (20 points for all categories)**
  - The vision/mission statement of the school incorporates an environmental thrust. (4 pts.)
  - Environmental Policy of the school is existent, via school memorandum or order. (4 pts.)
  - The Environmental Policy of the school is communicated to constituents in the school (students, academic and non-academic staff, and parent-teachers' association). (4 pts.)
  - There are implementing rules and regulations to the environmental policy of the school. (4 pts.)
  - A person or a committee is assigned to implement environmental programs and projects for the school. (4 pts.)

**2. Environmental Dimensions of School Operations (30 points for all categories)**

- Waste management program (e.g. waste segregation, recycling, composting, presence of Materials Recovery Facility/System, sale of crafts, compost and other items from waste recycling, etc.) (4 pts.)
- Electricity conservation program (e.g. replacement of incandescent lamp with compact fluorescent lamps, turning off of machine when not in use, etc) (4 pts.)
- Paper conservation program (e.g. efficient consumption of paper; presence of paper conservation trays, etc.) (4 pts.)
- Water conservation program (e.g. repair of leaking faucets, signages, etc.) (4 pts.)
- Pollution prevention program (e.g. air and water pollution prevention program, ban on entry of smoke belching vehicles on the campus, presence of signages, etc.) (4 pts.)
- Greening program (presence of plants, trees, mini-gardens etc.) (4 pts.)
- Environmental awards received (from 2011-present) (2 pts.)
- Other environmental and natural resources management program/s not mentioned above (e.g. biodiversity conservation program, climate change adaptation and mitigation program, etc.) (4 pts.)

**3. Environment-related Features of the School Curriculum (30 points for all categories)**

**3.1 (for elementary and high school education level)**

- Integration of environmental themes into the curriculum (10 pts.)
- Presence of in-service environmental training for faculty members (10 pts.)
- Presence of environmental support instructional materials for use by teachers and students (10 pts.)

**3.2 (for tertiary level)**

- Integration of environmental themes into the curriculum (5 pts.)
- Presence of in-service environmental training for faculty members (10 pts.)
- Presence of environmental support instructional materials for use by Teachers and students (10 pts.)
- Presence of environmental degree/certificate programs being offered by the school (5 pts.)

**4. Presence of Vibrant Eco Organizations in Campus (10 points in all categories)**

- Presence of a functioning eco-club among the students with at least one eco-project per school year over the past two years (4 pts.)
- Presence of support eco-club or committee among the parents, teachers and other non-student sector in campus (3 pts.)
- Allocation of financial and logistical support by the schools to the student eco-club (3 pts.)

**5. Presence of Environmental Partners and Linkages in Various Programs, Projects and Activities (10 points for all categories)**

- Linkages with Local and National Agencies (e.g. DENR or other agencies, LGUs, etc.) (5 pts.)
- Linkages with International Agencies (e.g. United Nations Environment Programme, United Nations Development Programme, UNESCO, etc.) (5 pts.)



**6. REQUIREMENTS.** Participating schools are required to submit the following documents in **THREE (3) sets**:

- Official Contest Entry Form (See attached entry form for reference)
- Supporting Documents (Consist of all the supporting materials that show evidence of the school's environment efforts and programs. They can include the following:
  - memoranda, circulars, special orders
  - photos of environmental programs of the school
  - publications and design work
  - copies of certificate, merit awards for environment programs

Be selective with the supporting documents. Pick work samples that best represent your school, rather than sending every item.

6.1 Digital information – Save digital copies of the Summary Sheet and the Supporting Documents on a CD-ROM. Label properly. Assemble your school initiatives (Summary Sheet and the Supporting Documents) in a folder and label "Sustainable and Eco-friendly Initiatives of (NAME OF SCHOOL)"

**7. SUBMISSION OF ENTRIES**

7.1 For elementary and high school categories. Entries should be submitted directly to their respective DepEd Division Offices.

7.2 For the college category. Entries should be submitted to the nearest EMB Regional Office.

7.3 Deadline of submission. The deadline for the submission of entries is on or before March 15, 2013.

8. **SCREENING OF ENTRIES.** Selected entries from the elementary and high school will then be submitted to the EMB Regional Offices by the DepEd Division Offices by June 15, 2013. Entries will be screened by a core group consisting of representatives from EMB, DepEd, CHED and/or other partners at the regional level. The core group will also handle actual assessment and other documentation for the schools that will be shortlisted. Representatives from the core group may also check the veracity of documentation submitted.

Previous winners who have been national and regional champions in the 2009 and 2011 nationwide search are no longer eligible to join. They have to wait for another two years to be eligible to join again.

9. **BOARD OF JUDGES.** The decision of the Board of Judges to be composed of noted individuals in the areas of environmental education, coming from the government, private sector and civil society at the regional and national levels, shall be final and unappealable. The EMB Central and Regional Offices shall serve as program secretariat and not as member of the board of judges.

**10. AWARDS AND PRIZES**

10.1 Regional Level. There will be one regional finalist per category. Each will be awarded a Certificate of Recognition and ₱= 20,000.00 prize in cheque.

10.2 National Level. Regional finalists shall compete at the National level. Judging will be held at the EMB Central Office.

10.3 Prizes for the competition, at the national level are the following:

**College Category**

First Prize	=P= 50,000.00
Second Prize	=P= 40,000.00
Third Prize	=P= 30,000.00

**High School Category**

First Prize	=P= 50,000.00
Second Prize	=P= 40,000.00
Third Prize	=P= 30,000.00

**Elementary School Category**

First Prize	=P= 50,000.00
Second Prize	=P= 40,000.00
Third Prize	=P= 30,000.00

11. **PREPARATION OF MATERIALS FOR THE SCHOOL INITIATIVES.** Regional finalists should submit exhibit-ready materials of their entry by July 19, 2013 on the format below:

- Material: Tarpaulin. Dimension 2 feet wide x 5 feet high tarpaulin, eyelets at the four edges.
- Content: Tarpaulin design should feature the environment efforts and programs of the school. Design should include the title **Sustainable and Eco-friendly Initiatives of (NAME OF SCHOOL)**". Contents of the tarpaulin should follow the highlights of school accomplishments in accordance with sequence of the Search criteria. The tarpaulin should also refrain from focusing on firing squad/portrait photos of political leaders, government officials, school, youth leaders, etc.

12. **AWARDING CEREMONIES.** All winning entries for each category, together with selected entries will be displayed during the national awarding ceremonies to be held in November 2013, in time for the National Environmental Awareness Month celebration.

13. **PROGRAM WEBSITE.** A program website containing the schools' initiatives and important information will be periodically uploaded at the sustainable schools website ([www.sustainableschools.ph](http://www.sustainableschools.ph)), so that it can be venue for continuing exchange of information for initiatives of sustainable and eco-friendly schools in the country.

To facilitate fasten uploading of your school initiative, please prepare a one-page description of your environmental programs and projects, and two photos with caption and email to [ecofriendlyschoools@gmail.com](mailto:ecofriendlyschoools@gmail.com).

14. **CONTACT INFORMATION.** For inquiries, please contact the National Program Secretariat at the Environmental Education and Information Division, EMB-DENR, 2nd Floor, HRD Building, DENR Compound, Visayas Avenue, Diliman, Quezon City, telefax nos. 928-46-74 and 920-22-51 or via e-mail at [ecofriendlyschoools@gmail.com](mailto:ecofriendlyschoools@gmail.com)

**\*\* Winners at the national level (first to third placers per category) and regional level (first placer per category) for two consecutive rounds (2009 and 2011) are not eligible to join the 2013 round. However, the aforesaid winners are eligible to join the 2015 round.**



ENTRY FORM

Name of School \_\_\_\_\_

Address \_\_\_\_\_

Region \_\_\_\_\_

Category \_\_\_\_\_

Contact Person/s \_\_\_\_\_

Contact Number/s \_\_\_\_\_

E-mail Address (Pls. write legibly) \_\_\_\_\_

I. Brief Description of the Environmental Projects or Programs of the school ( not to exceed 200 words)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

II. Please check for appropriateness. Please attach corresponding documents/evidence to the items checked. These documents can be photos, or text or videos.

1. Environment-related Aspects of the School's Policy (20 points)

- \_\_\_\_\_ Vision/mission statement of the school (4 pts)  
\_\_\_\_\_ Environmental Policy (school memorandum or order) (4 pts)  
\_\_\_\_\_ Implementing rules and regulations to the environmental policy of the school. (4 pts)  
\_\_\_\_\_ The Environmental Policy of the school is communicated to constituents in the school (students, academic and non-academic staff, and parent-teachers' association). (4 pts.)  
\_\_\_\_\_ Designation of person or a committee to implement environmental programs and projects for the school. (memorandum or order) ( 4 pts)

2. Environment-Friendly School Operations and Presence of Environmental Programs (30 points)

- \_\_\_\_\_ Waste management program (e.g. waste segregation, recycling, composting, presence of Materials Recovery Facility/ System, sale of crafts, compost and other forms of waste recycling, etc.) (4 pts)  
\_\_\_\_\_ Electricity conservation program (e.g. replacement of incandescent lamp with compact fluorescent lamps, turning off of machine when not in use, etc) (4pts)  
\_\_\_\_\_ Paper conservation program (e.g. efficient consumption of paper, presence of paper conservation trays, etc.) (4 pts)  
\_\_\_\_\_ Water conservation program (e.g. repair of leaking faucets, signages, etc) (4 pts)  
\_\_\_\_\_ Pollution prevention program (e.g. air and water pollution prevention, program, ban on entry of smoke-belching vehicles in the campus, presence of signages, etc.) (4 pts)  
\_\_\_\_\_ Greening program (presence of plants, trees, mini-gardens, organic garden, etc) (4 pts)  
\_\_\_\_\_ Environmental awards received (from 2005-2009) (2 pts)  
\_\_\_\_\_ Other environmental programs and natural resources management programs nor mentioned above (e.g. biodiversity conservation program, etc,) (4 pts)

\_\_\_\_\_  
\_\_\_\_\_

**3. Environment-related Features of the School Curriculum (30 points)**

i. (for elementary and high school education level)

- \_\_\_\_\_ Integration of environmental themes into the curriculum (10 pts)
- \_\_\_\_\_ Presence of in-service environmental training for faculty members (10 pts)
- \_\_\_\_\_ Presence of environmental support instructional materials for use by teachers and students (10 pts)

ii. (for tertiary level)

- \_\_\_\_\_ Integration of environmental themes into the curriculum (5 pts)
- \_\_\_\_\_ Presence of in-service environmental training for faculty members (10 pts)
- \_\_\_\_\_ Presence of environmental support instructional materials for use by teachers and students (10 pts)
- \_\_\_\_\_ Presence of environmental degree/certificate programs being offered by the school (5 pts)

**4. Presence of Vibrant Eco-Organizations in Campus (10 points)**

- \_\_\_\_\_ presence of a functioning eco-club among the students with at least one eco project per school year over the past 2 years (4 pts)
- \_\_\_\_\_ presence of a support eco club or committee among the parents, teachers and other non-student sector in campus (3 pts)
- \_\_\_\_\_ allocation of financial and logistical support by the school to the student eco-club (3pts)

**5. Presence of Partners and Linkages in Environment Programs/Projects (10 points)**

- \_\_\_\_\_ Linkages with Local Agencies (e.g. DENR or other agencies, LGUs, etc.(5 pts)
- \_\_\_\_\_ Linkages with International Agencies ( e.g. UN Environment Programme, UN Development Programme, UNESCO) (5 pts)

Submitted by:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Institution

Certified Correct by:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Institution

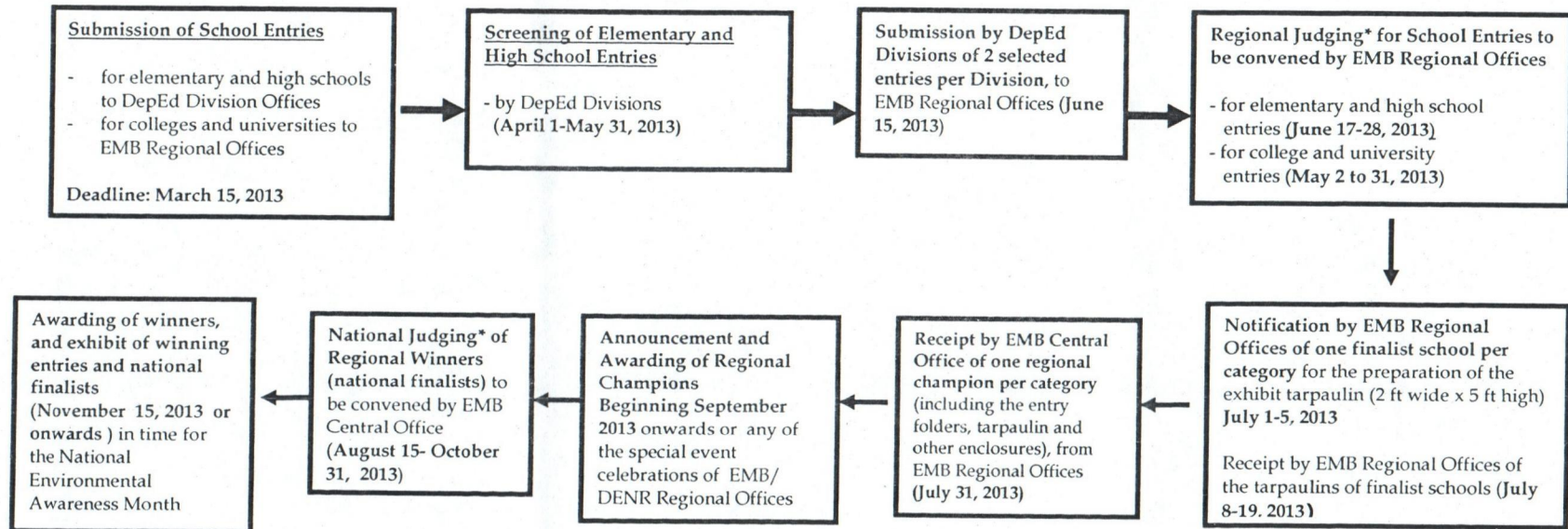
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Printed Name of Receiver:

Date Received:



## 2013 National Search for Sustainable and Eco-friendly Schools



\* Regional/National Judging team may, at the minimum, \*\* comprise of representatives from: DepEd and SMART Communications (or private/civil society) for elementary and high school entries; CHED and SMART Communications (or private/civil society) for college and university entries

\*\* Civil Society members may also be invited, depending on EMB Regional/Central Offices, and at an odd-numbered Team Composition