



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

January 23, 2023

**DIVISION MEMORANDUM**  
**NO. 055 S. 2023**

**PROJECT CATCH (CAPIZ DIVISION ADVOCATES ON TIME  
CONCIOUSNESS AND HONESTY)**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Public Schools District Supervisors/OIC of the Districts  
Heads of Public & Private Elementary, Secondary and  
Integrated Schools  
All Others Concerned

1. On January 11, 2008, the Junior Chamber International Senate, the Department of Education, and the Philippine Association of Colleges and Universities have entered into a Memorandum of Agreement on the conduct of Project W.A.T.C.H (We Advocate Time Consciousness and Honesty), an advocacy movement for punctuality and honesty led by Junior Chamber International Senate.
2. In this light, to strengthen the values of punctuality and honesty among DepEd officials and employees, the Department of Education issued DepEd Memorandum No. 160, s. 2008 titled "*Project W.A.T.C.H. an Advocacy Movement for Punctuality and Honesty*" and DepEd Memorandum No. 387, s. 2008 titled "*Activities to be Undertaken to Implement the Project W.A.T.C.H*" as an important step in creating a structural change or societal transformation among officials and employees.
3. To activate Project W.A.T.C.H Clubs and movement for punctuality and honesty within this Division, this Office will implement Project C.A.T.C.H (*Capiz Division Advocates on Time Consciousness and Honesty*) as an initiative to address the "Filipino Time" stigma and to strengthen honesty among students and employees.
4. Attached is the approved project proposal of Project C.A.T.C.H, for your guidance.



**Address:** Banica, Roxas City  
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**Website:** <http://depedcapiz.ph>



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5. The timeline of activities for schools and this Office are found in Enclosure Nos. 1 and 2 of this memorandum.
6. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
7. Immediate dissemination of and compliance with this Memorandum are desired.

**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent



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**PROJECT PROPOSAL**

<b>I. Project Title</b>	: Project "C.A.T.C.H" or Project "Capiz Division Advocates Time Consciousness and Honesty"
<b>II. Proponent</b>	: Jhean Mae Grace Lingco-Project W.A.T.C.H Focal Person
<b>III. Duration</b>	: May-September 2023
<b>IV. Fund Requirements</b>	: Php 75,000.00
<b>V. Background</b>	<p>Filipinos are well-known for its "Filipino Time", and sadly most of us is really possessing this kind of behavior without considering the negative side of being late. Being late is one of the major problems not just in workplaces but as well in school premises. To counter the stigma of being late, last January 11, 2008, at Ramon Magsaysay High School, Cubao, Quezon City the JCI Senate Philippines, the Department of Education (DepEd), and the Philippine Association of Colleges and Universities (PACUI) have entered into a Memorandum of Agreement (MOA) on the conduct of Project W.A.T.C.H (We Are Time Conscious and Honest)- an Advocacy Movement for Punctuality and Honesty. This is to strengthen the importance of punctuality and honestly among Filipinos. The former President Gloria Macapagal Arroyo then issued last May 21, 2009, Presidential Proclamation No. 1782 titled "Declaring the Month of June as W.A.T.C.H Month" (We Advocate Time Consciousness and Honesty) to develop value formation in building wholesome personality and character among Filipinos, especially the young. As part of sustaining the movement's advocacy. We, at the Schools Division of Capiz will implement Project C.A.T.C.H (Capiz Division Advocates Time Consciousness and Honesty) as part of the adaptation of the Project W.A.T.C.H in Schools Division of Capiz.</p>
<b>VI. Objective</b>	<p>Generally, Project C.A.T.C.H aims to empower and encourage DepEd Employees and Learners to practice being time conscious and being honest in all aspects.</p>

**VII. Project Description**

The Schools Division of Capiz will implement Project C.A.T.C.H in the Division and School level.

DIVISION ACTIVITY		
ACTIVITY	DATE	Description
Issuance of Division Memorandum regarding the establishment of Project W.A.T.C.H in schools as part of the implementation of Project C.A.T.C.H	February 2023	The Division will issue a memorandum as regards to the establishment of Project W.A.T.C.H and organize W.A.T.C.H Clubs in school.
Honesty Basket	June 2023	The Youth Formation Section of the Schools Division of Capiz will display their Honesty Basket selling biscuits to the visitors or SDO Capiz Personnel. The basket will be placed in a specific area in the Division with a small box where the buyers can put their payment for the biscuits. The box of payment will not be monitored. This is our way of practicing honesty among personnel as well as the local visitors of the SDO. First week of July 2023 we will account the money and all the net proceeds will be used in Project C.A.T.C.H Advocacy T-Shirts.

	C.A.T.C.H My Relo	June 2023	Relo is a hilgaynon word for WATCH and as part of the positive reinforcement to the Schools Division of Capiz Personnel, each will be given a wristwatch as a simple way of reminding us to be time conscious. The watches are made locally by local watch makers in the Philippines. It is also our way of supporting the "Gawang Pinoy" brands. Specifically, we will be buying the watches from Live Hope Faith Group, to support their advocacy in helping Cancer patients win their fight. The 50% of the net proceeds of this business enterprise will be donated to the cancer patients.
	Project C.A.T.C.H School Monitoring	June 2023	The Schools Division of Capiz will conduct monitoring as regards to the implementation of Project C.A.T.C.H
<b>SCHOOL ACTIVITY</b>			
	<b>ACTIVITY</b>	<b>DATE</b>	<b>DESCRIPTION</b>
	Appointing of Project W.A.T.C.H Coordinator	February, 2023	The School Principal will appoint one of the Teachers in school to be Project W.A.T.C.H Coordinator. He/she will serve as the W.A.T.C.H Club Adviser and he will facilitate all the Project W.A.T.C.H concerns in schools. He will make a project proposal of school that was designed based on the advocacy of Project W.A.T.C.H.

	Project W.A.T.C.H Club Election	March 2023	The school YOUTH COMEA will conduct election of W.A.T.C.H Club in school.																				
	Project C.A.T.C.H Showcase of School Project W.A.T.C.H Innovations	June 2023	The school will showcase the implementation of their school-initiated project as part of the celebration of the W.A.T.C.H Month.																				
	Submission of W.A.T.C.H Clubs and W.A.T.C.H Reports	September, 2023	The Project W.A.T.C.H Coordinator of the school will submit reports to the division office as part of the preparation for the National Search for the Outstanding W.A.T.C.H Schools.																				
<b>VIII. Budgetary Requirements</b>	<p>The total budget of seventy-five thousand pesos (<b>Php 75,000.00</b>) is allocated for the implementation of the following:</p> <table border="1"> <thead> <tr> <th></th> <th>QUANTITY</th> <th>UNIT</th> <th>PRICE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>wristwatch</td> <td>200</td> <td>piece</td> <td>Php 350.00</td> <td>Php 70,000.00</td> </tr> <tr> <td>biscuits</td> <td>2</td> <td>box</td> <td>Php 2,500.00</td> <td>Php 5,000.00</td> </tr> <tr> <td>Total Proposed Budget</td> <td colspan="4" style="text-align: right;"><b>Php 75,000.00</b></td> </tr> </tbody> </table>				QUANTITY	UNIT	PRICE	TOTAL	wristwatch	200	piece	Php 350.00	Php 70,000.00	biscuits	2	box	Php 2,500.00	Php 5,000.00	Total Proposed Budget	<b>Php 75,000.00</b>			
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<b>IX. Recommendation</b>	<p>Recommending for the approval of our project proposal and possible intervention that will contribute to the success of the implementation.</p>																						

Prepared by:

  
**JHEAN MAE GRACE LINGCO**  
 PDO-I/W.A.T.C.H Focal Person

Recommending Approval:

  
**MARLON P. DESTREZA EdD**  
 Chief Education Supervisor-SGOD

Approved by:

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
 Schools Division Superintendent

01-14-23

## Project C.A.T.C.H School Timeline

ACTIVITY	DATE
Establishment of Project W.A.T.CH in school	FEBRUARY 6, 2023
Appointing of Project W.A.T.C.H Coordinator in school	FEBRUARY 6, 2023
Attend Project W.A.T.C.H Division Orientation on Project W.A.T.C.H Coordinators	March 4, 2023
Coordination meeting with the Youth COMEA for the conduct of W.A.T.C.H Club Election	MARCH 6, 2023
Conduct of W.A.T.C.H Club Election	MARCH 13, 2023
Coordination Meeting of W.A.T.C.H Club and Crafting of School Project W.A.T.CH innovation	MAY 8, 2023
Implementation of School Project W.A.T.C.H Innovation	JUNE 1-30, 2023
Participate in Project C.A.T.C.H Showcase of school innovation	JUNE 30, 2023
Submission of Project W.A.T.C.H Club list of newly elected officers and Project W.A.T.C.H school innovation reports	SEPTEMBER 18, 2023

## Project C.A.T.C.H Division Timeline

ACTIVITY	DATE
Issuance of Division Memorandum on the implementation of Project C.A.T.C.H.	FEBRUARY 1, 2023
Issuance of Division Memorandum on the appointing of Project W.A.T.C.H Coordinators in schools	FEBRUARY 2, 2023
Project C.A.T.C.H posting of honesty and punctuality I.E.C materials in every side of the division biometrics	FEBRUARY 08, 2023
Issuance of Division Memorandum on the Project W.A.T.C.H Division Orientation on Project W.A.T.C.H School Coordinators	FEBRUARY 27, 2023
Project W.A.T.C.H Division Orientation on Project W.A.T.C.H School Coordinators	MARCH 4, 2023
Project C.A.T.C.H Honesty Basket	JUNE 1-30, 2023
C.A.T.C.H My Relo	JUNE 5, 2023
Project C.A.T.C.H School Monitoring	JUNE 30, 2023
Issuance of Division Memorandum on the deadline of submission on the Project W.A.T.C.H Club newly elected officers and school Project W.A.T.C.H innovation consolidated reports.	SEPTEMBER 1, 2023
Submission of entries for National Search for the Outstanding W.A.T.C.H Schools.	OCTOBER 30, 2023