May 14, 2014

**REGIONAL MEMORANDUM CIRCULAR**

**No. 2014 - 02**

TO : ALL PROVINCIAL GOVERNORS, CITY/MUNICIPAL MAYORS, DILG

 PROVINCIAL/ CITY DIRECTORS, MLGOOs, AND OTHERS

 CONCERNED

SUBJECT : **2014 YOLANDA HEROISM AWARD**

**=======================================================================**

**I. RATIONALE**

On November 8, 2013, Super Typhoon Yolanda (International Code: *Haiyan*) left an incomprehensible effect in the lives of the people in Eastern Visayas (Region 08) specifically in some of the severely affected Barangays, Municipalities and Cities in the Provinces of Leyte, Eastern Samar, Samar and in Tacloban City.

In many ways, the storm tested the resolve and character of the people. At the same time, it provided an avenue where acts of heroism and the display of valor flourished. These acts are virtues characteristic of the WARAYNONs and thus serve as good role models for the citizens of this country.

To emphasize the importance of these virtues, and as a fitting tribute to the individuals who performed extreme acts of selflessness and sacrifice during the storm and its immediate aftermath, recognition of enormous importance must be accorded to whoever is deemed deserving. Thus, is the YOLANDA HEROISM AWARD.

**II. OBJECTIVES**

The Award accords official recognition to an individual (private, local or government official or employee) who demonstrated exemplary courage in saving life/lives of people and acts of selflessness rendered for the well-being of others in the wake of Super Typhoon Yolanda and its immediate aftermath.

Specifically, the Award seeks to:

a. Confer distinct recognition to an individual who risked his/her life in the service of the community;

b. Reward individuals for exemplary deeds, outstanding feats or acts of heroism; and

c. Glorify exemplars of the virtues of courage, selflessness, gallantry, bravery, worthy of emulation.

**III. HOW TO GET THE AWARD**

Nomination shall be forwarded to the local government unit(LGU) for submission to the Provincial Screening Committee (PSC); then to the Regional Screening Committee (RSC) who makes final determination of the Awardees.

**IV. ELIGIBILITY CRITERIA**

**A. NOMINATOR**

1. A nominator must be at least 18 years old who has a personal/actual knowledge/account of the incident, an eyewitness or a rescued/assisted victim.

2. All Nominations shall be forwarded to the local government unit(LGU) concerned duly noted by the LCE and shall then be recommended by the Parish Priest for submission to the Provincial Screening Committee (PSC).

3. A Nominator may only nominate one Hero.

4. There shall be no self-nominations. Nominations must be submitted on behalf of another person who is not a member of the nominee’s immediate family.

5. Nominator must provide the contact information, including email address and telephone number (whenever available) for the nominated Hero.

6. Nominator must have been physically present in the Yolanda affected LGU during the Typhoon.

7. Nominator bears the responsibility to write a summary of the event and complete the application in detail that pertains to the case (*Please refer to the basic factors to highlight in the nomination write-up*), using the prescribed YHA Nomination Form-01 with attached supporting documents, such as: Rescued/Assisted Person’s Statement; Eyewitness Statement; with accompanying photos or video, if any.

8. Nominator must submit nominations either in English or in the local language.

**B. HERO ELIGIBILITY CRITERIA**

A Hero who must be present in a severely affected Barangay, Municipality or City during the Super Typhoon Yolanda may be nominated several times by multiple people. To be eligible for selection for the Yolanda Heroism Award, a nominated Hero must either be a private, local or government official(s) and employee(s) who meet either of the following categories:

* **Acts of Valor** Recognition is given where the evidence presented shows that he or she saved human life at extreme risk to self. **“Extreme risk”** shall mean of greatest severity to one’s self or even at the cost of his/her life.The nominator will give consideration to resourcefulness and heroism demonstrated during the rescue operation.

*Major point to consider is the number of lives saved from water surge, debris, and raging wind during super typhoon*.

This award may be conferred posthumously, in behalf of the deceased nominee, to his/her legal heir or nearest kin.

* **Acts of a Good Samaritan** The award recognizes notable acts of service that need not involve attempts of rescue or risk to self but has shown/performed extreme acts of selflessness and sacrifice. The individual has performed an act of service *of rare or exceptional character* that reflects an uncommon degree of concern for the well-being of others.

The acts may include emergency relief/assistance such as, *first- aid, food, clothing, temporary shelter, and such other acts that may lessen the impact of the disaster to the victim right after the typhoon. The length of time or number of hours/days of service may vary according to the need for help.*

*Major point to consider is the number of individuals or families who were accorded help and their general condition.*

 **C. BASIC FACTORS TO HIGHLIGHT IN THE NOMINATION WRITE-UP**

1. After you select your Hero, please tell us about him or her in an inspirational, compelling manner that we can in turn tell to the community. Make sure to give details about how your Hero has dedicated his/her life during the Super Typhoon Yolanda so as to inspire other people.

2. Please include as much facts and supportive data as possible, including how many people your Hero has impacted or how many hours of service they have committed.

3. Please emphasize the attributes or details that you believe help distinguish your hero from other heroes who are being nominated. Focus on what makes them different and special.

**V. AWARD CATEGORIES**

Categories of Award are as follows:

1. Acts of Valor

2. Acts of Good Samaritan

**VI. REWARDS AND INCENTIVES**

1. Acts of Valor awardee will receive a Plaque of Citation and a Cash Reward; and

2. Acts of a Good Samaritan Awardee will receive a Plaque of Citation and a Cash Reward.

**VII. SELECTION PROCEDURE**

A. Provincial Selection

 1) The Provincial Selection Committee (PSC) of the provinces of Leyte, Eastern Samar, and Samar selects from among the nominees submitted of every component cities and municipalities within the province using the prescribed YHA Nomination Form-01 (with attached supporting documents, such as: Rescued/Assisted Person’s Statement; Eyewitness Statement; with accompanying photos or video, if any.

2) When there is no nominations submitted from the Yolanda Affected LGUs known to have a prospective Hero, the C/MLGOO concerned shall encourage someone to nominate the prospective Hero and facilitate documentation.

 3) The PSC shall conduct on-site validation of nominees for further verification. Investigate the case, interview the nominees/finalists, nominators, witnesses and rescued persons, if any, and make a recommendation based upon full knowledge of the facts.

 4) Nominate to the Regional Screening Committee(RSC) finalist/s of the province using YHA - PSC Form-02 (Nomination Information) including all the supporting documents submitted by the Nominator/s duly recommended by the concerned LGU.

B. Regional Selection

 1) Upon receipt of all Nomination Forms, including supporting documents, the RSC may conduct on-site validation/reassessment. Interview with nominees/finalists, nominators, witnesses and rescued victims, if any, may likewise be conducted

 2) On the basis of the final validation results, the RSC, selects the Regional Heroes in all categories. Thereafter, the RSC prepares the Declaration of Yolanda Heroes using YHA – RSC Form 03.

**VIII. PROVINCIAL AND REGIONAL SCREENING COMMITTEES**

 Screening Committees at the regional and provincial levels are organized with the following composition, functions and responsibilities:

**Provincial Screening Committee (PSC)**

Chairman - Provincial Director, DILG

Vice-Chairman - CSO Partner, representing the Religious Group

Members: - Provincial Health Officer

Provincial Social Welfare Officer

Provincial Schools Division Superintendent

Representative, Media

The PSC shall undertake the following:

 1. Initiate and coordinate necessary activities for the implementation of the 2014 Yolanda Heroism Award in the province;

 2. Mobilize support of the barangays, municipalities and component cities within the province in the search for Yolanda heroes; and

3. Screen, select, and nominate to the RSC finalists of the province using the YHA - PSC Form-02 in the following categories:

* Acts of Valor
* Acts of Good Samaritan

 The DILG Provincial Office shall provide technical assistance and secretariat support to the PSC.

**Regional Screening Committee (RSC)**

Chairman - Regional Director, DILG

Vice-Chairman - CSO Partner representing the Religious Group

Members: - Regional Director, DOH

Regional Director , DSWD

Regional Director , DepEd

Representative, Media

The RSC shall undertake the following:

1. Initiate and coordinate necessary activities for the implementation of the Yolanda Heroism Award in the region;

2. Issues operational policies and guidelines for the implementation of the Award; and

3. Screen and select all nominees submitted from the severely affected provinces/HUC and proclaim Yolanda Heroes of Eastern Visayas in the following categories:

* Acts of Valor
* Acts of Good Samaritan

 The DILG Regional Office thru LGMED, LGPET 3 and the Regional Information Officer shall provide technical assistance and secretariat support to the RSC.

**IX. SCHEDULE OF ACTIVITIES**

 The following is the Schedule of Activities for 2014 Yolanda Heroism Award:

|  |  |
| --- | --- |
| **Activity** | **Timeframe** |
| * Organization and Activation of the Provincial and Regional Screening Committee (PSC) & (RSC)
 | * 3rd to 4th week of May 2014
 |
| * Provincial Nomination & Screening
 | * June to July 2014
 |
| * Submission of Entry Documents of Provincial Finalists to the RSC
 | * August 8, 2014
 |
| * Regional Validation & Screening
 | * September to October 15, 2014
 |
| * Awarding Ceremony
 | * On or before November 8, 2014
 |

**X. EFFECTIVITY OF THE AWARD**

 The implementation of the 2014 Yolanda Heroism Award starts on May 2014, and concludes with an Awarding Ceremony on or before November 8, 2014 in commemoration of the 1st Year Anniversary of Super Typhoon Yolanda.

 For guidance and information of all concerned.

 **(Sgd.) PEDRO A. NOVAL, JR.**

 Regional Director

 Chairman, Regional Screening Committee

LGMED/PAN/AMA/PQL/AEC/

jan

RMC

**YHA Nomination Form -01**

**2014 YOLANDA HEROISM AWARD**

**Instructions:**

1. This YHA Nomination Form must be used.

2. Provide the full name of applicant to be honored, exactly as it should appear on the certificate if the award is granted.

3**.** Provide as much information as necessary using the space provided on this form. (*Additional proof of evidences maybe submitted, if any, such as video, pictures, recorded interview to rescued victims or witnesses, others*)

4.No case should be forwarded to the Provincial Screening Committee(PSC) concerned without a signed statement from the eyewitness, or a rescued victim(s).

5. No applications may be considered if submitted after the deadline set by the Regional Screening Committee (RSC).

6. Separate applications are required if more than one member is being recognized for recognition.

7. The PSC concerned must investigate the case, interview the principals and witnesses, secure necessary signed statements, and make a recommendation based upon full knowledge of the facts.

8. The Nominator bears the responsibility to write a summary of the event and complete the application in detail that pertains to the case.

9**.** Upon recommendation of the concerned LGU, the PSC concerned, will submit this application including all the necessary supporting documents both in hard and soft-copy/electronically to the RSC with email add at dilg8\_omd@gmail.com.

**YHA Nomination Form- 01**

**2014 YOLANDA HEROES AWARD**

Category of Award: (*Please select/check the level (Category of Awards) below in which you are nominating*):

**\_\_\_\_\_\_ Acts of Valor** Recognition is given where the evidence presented shows that he or she saved human life at extreme risk to self. **“Extreme risk”** shall mean of greatest severity to one’s self.The nominator will give consideration to resourcefulness and heroism demonstrated during the rescue operation. *Major point to consider is the number of lives saved from water surge, debris, and raging wind during super typhoon*. This award may be conferred posthumously, in behalf of the deceased nominee, to his/her legal heir or nearest kin.

**\_\_\_\_\_\_\_ Acts of a Good Samaritan** The award recognizes notable acts of service that need not involve attempts of rescue or risk to self but has shown/performed extreme acts of selflessness and sacrifice. The individual has performed an act of service *of rare or exceptional character* that reflects an uncommon degree of concern for the well-being of others. The acts may include emergency relief/ assistance such as, *first- aid, food, clothing, temporary shelter, and such other acts that may lessen the impact of the disaster to the victim right after the typhoon. The length of time or number of hours/days of service may vary according to the need for help. Major point to consider is the number of individuals or families who were accorded help and their general condition.*

Full Name of Applicant to be Honored:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthday:\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Sex:\_\_\_\_\_\_\_\_\_\_\_Status:\_\_\_\_\_\_\_\_\_\_

Occupation (if, employed):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name & Address of Employer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If unemployed, (*Please check appropriate box*)\_\_\_\_\_ student \_\_\_\_\_ businessman\_\_\_\_\_\_\_\_\_\_\_\_Others

Description/account of the Acts of Valor or Acts of Good Samaritan. (*Give as much data/ details as possible based on the Hero Eligibility Criteria as provided in the guidelines to help the R/PSC evaluate the case*. Use additional sheet.)

Nominated by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthday:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email add:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ cellphone #:\_\_\_\_\_\_\_\_\_\_\_

 I hereby swear to the best of my knowledge that all information contained in this nomination form is true and the supporting documents are authentic.

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name and Signature of Nominator)

Recommended for submission to PSC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Noted by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ( Parish Priest) City/Municipal Mayor

**Rescued Person’s Statement**

A personally prepared and signed statement by person performing action describing the incident is required.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby swear to the best of my knowledge that all information contained in this nomination form is true and the supporting documents are authentic.

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name and Signature of Rescued Person)

Address: email add: cp#:\_\_\_\_\_\_\_\_\_\_\_\_\_

**Witness Statement**

A personally prepared and signed statement by each witness, describing the action as he or she recalls the details is required.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby swear to the best of my knowledge that all information contained in this nomination form is true and the supporting documents are authentic.

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name and Signature of Witness)

Address: email add: cp#:\_\_\_\_\_\_\_\_\_\_\_\_\_

**Second Witness Statement, if any**

A personally prepared and signed statement by each witness, describing the action as he or she recalls the details is required.

Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby swear to the best of my knowledge that all information contained in this nomination form is true and the supporting documents are authentic.

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name and Signature of Witness)

Address: email add: cp#:\_\_\_\_\_\_\_\_\_\_\_\_\_

**YHA - PSC Form -02**

**Provincial Screening Committee(PSC)**

 **Nomination Information**

The Provincial Screening Committee, proudly approves (Name of candidate) to receive the Yolanda Heroism Award . Upon consideration of the evidence submitted from all sources, as set forth in this application, we respectfully recommend that the Regional Screening Committee grant the award categorized as( checked below):

\_\_\_\_\_\_\_ Acts of Valor \_\_\_\_\_\_\_\_\_\_\_ Acts of Good Samaritan

We attest to the veracity and authenticity of the documents submitted such as YHA Nomination Form 01, Statement of the Witness, Rescued/Assisted Victim, and photos/video(if any).

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Provincial Director, DILG

Chairman PSC

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

CSO Partner, representing the Religious Group

Vice-Chairman, PSC

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

Provincial Health Officer

Member, PSC

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

Provincial Social Welfare Officer

Member, PSC

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

Provincial Schools District Superintendent

Member, PSC

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

Media Representative

Member, PSC

Date Accomplished: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**YHA - RSC Form -03**

**2014 YOLANDA HEROISM AWARD**

 **DECLARATION OF YOLANDA HEROES**

Eastern Visayas (Region 08)

 Acts of Valor Category

|  |  |
| --- | --- |
|  Name of Heroes | LGU |
|  |  |

Acts of Good Samaritan Category

|  |  |
| --- | --- |
|  Name of Heroes | LGU |
|  |  |

We CERTIFY TO THE CORRECTNESS OF THE ABOVE INFORMATION.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Regional Director, DILG

Chairman RSC

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

CSO Partner, representing the Religious Group

Vice-Chairman, RSC

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

Regional Director, DOH

Member, RSC

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

Regional Director, DSWD

Member, RSC

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

Regional Director, DepEd

Member, RSC

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

Media Representative

Member, RSC

Date Accomplished: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_