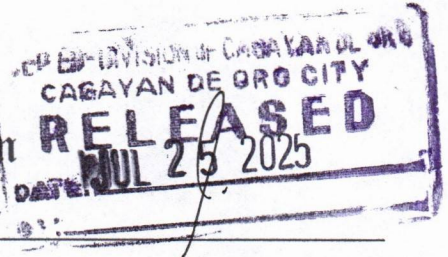




Republic of the Philippines  
Department of Education  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



Office of the Public Schools District Supervisor

24 July 2025

DIVISION MEMORANDUM

No. 595 s.2025

HIGALAAY FESTIVAL CIVIC MILITARY PARADE AND FLOAT COMPETITION 2025

TO: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
All Curriculum Implementation Division Personnel  
All School Governance and Operations Division Personnel  
All Secondary Public and Private School Heads  
All Concerned  
This Division

1. In line with the celebration of the Cagayan de Oro Higalaay Festival 2025 with the theme **"Proud of our Roots: Bold in our Dreams"**, all Secondary Schools with organized marching bands are hereby invited to join the **Marching Band Competition** scheduled on August 27, 2025.

2. Deadline of submission of registration will be on or before August 8, 2025 not later than 5:00 PM at the City Tourism Office or may register thru online with the link; <https://forms.gle/zYcTG6tpVv6osvPz6> or visit Higalaay Festival Facebook Page.

3. For more details, you may contact: IMILYN GRACE ELUMBA at 0997-244-4333 or email at [tourismcdo@gmail.com](mailto:tourismcdo@gmail.com) or JERRY P. TARUC at 0917-115-2363, DepEd Division Focal Person.

4. Attached is the invitation letter and guidelines for your guidance.

5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142  
Email Address: [cagayandeoro.city@deped.gov.ph](mailto:cagayandeoro.city@deped.gov.ph)  
Website: <https://depedcdo.net/>

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

**Office of the Public Schools District Supervisor**

9. This office directs immediate and wide dissemination of this Memorandum.

**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: As stated  
Reference: N o n e  
To be indicated in the Perpetual Index  
under the following subjects:  
COMMUNICATIONS

DM020-SGOD-JPT / HIGALAAY FESTIVAL CIVIC MILITARY PARADE  
AND FLOAT COMPETITION 2025

July 24, 2025



**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Telephone:** (088) 855-0044, (088) 855-0047, (088) 328-2142  
**Email Address:** [cagayandeoro.city@deped.gov.ph](mailto:cagayandeoro.city@deped.gov.ph)  
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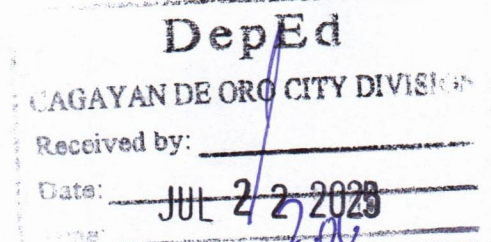


www.higalaayfestival.com

July 21, 2025

**DR. ROY ANGELO GAZO**

City Schools Division Superintendent  
DepEd-Division of Cagayan de Oro



Dear Sir:

Warmest Higalaay Greetings!

As the highly anticipated Higalaay Festival 2025 draws near, preparations are in full swing for another meaningful celebration of friendship, unity, and local pride. The City Government remains committed to ensuring a successful, safe, and memorable experience for both Kagay-anons and our valued guests.

One of the festival's most iconic and eagerly awaited highlights is the Higalaay Festival Civic-Military Parade, Marching Band, and Float Competition. Celebrated as the longest-running and most vibrant event of the season, this grand parade brings together civic and military organizations, business establishments, academic institutions, and various local government units. It's a dazzling display of colorful floats, lively performances, and true community spirit—showcasing the rich culture, heritage, and unity that define our city.

In this regard, we would like to invite the different high schools of Cagayan de Oro to be part of our Higalaay Festival 2025 through **Marching Band Competition** scheduled on August 27, 2025. Deadline for the submission of the registration will be on or before August 8, 2025 not later than 5:00 PM at the City Tourism Office or you may register thru online, please use this link for the said registration <https://forms.gle/zYcTG6tpVv6osvPZ6> or visit the Higalaay Festival Facebook Page.

Your participation would not only add vibrance to the event but also demonstrate your continued support for local culture and community development. For more details, you may contact: Ms. Imilyn Grace Elumba through this number 0997-244-4333 or email at [tourismcdo@gmail.com](mailto:tourismcdo@gmail.com).

Hoping for a favorable response to this request. Thank you and best regards.

Respectfully,

  
**EnP. CHEDILYN AISSA P. DULGUIME, RN, MPP**  
City Tourism Officer



cagayan  
de Oro  
city of golden friendship





## HIGALAAY FESTIVAL CIVIC MILITARY PARADE AND FLOAT COMPETITION 2024 (Marching Band)

The Civic Military Parade and Float Competition is the longest-running and much anticipated activity of the Higalaay Festival with the theme ***"Proud of our Roots; Bold in our Dreams"***. This grand celebration brings together a diverse array of participants from civic and military organizations to business establishments, schools and government agencies, showcasing their creativity and unity. This festive activity bursting with colors, merry-making, and friendship, that brings the city's dynamic culture, history and heritage to life.

### GUIDELINES FOR CONTINGENTS AND ACCOMPANYING BANDS

#### A. PARTICIPANTS

1. Participation is **open to all** corporate-based establishments, academic institutions, government and non-government organizations, barangays, civic clubs and others.
2. Contingents should have **at least 50 individuals and a maximum of 200 individuals** are encouraged to come with their own colorful flaglets bearing the logo of the festival.
3. **Participants should be at least 12 years old.** Those with health problems are discouraged due to distance of parade route and weather condition.
4. Participants in the street parade must be signified by filling out the Online Registration Form which is available thru this link: <https://forms.gle/zYcTG6tpVv6osvPZ6>
5. Deadline for registration shall not be later than August 08, 2025 at link provided.

#### B. PARADE DECORUM

1. Contingents must have their own institutions/organizations' banner, unless otherwise a festival sponsor takes care of this.
2. Contingents are enjoined to march smartly and observe uniformity of foot placement and body movement, posture and body carriage.
3. **FORWARD MOTION** must be maintained throughout the parade. *Any maneuvering, countermarching or other action 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, marching time or marching.



6. Each contingent **MUST WEAR** only one (1) uniform.
7. Barefoot and wearing of slippers are **NOT ALLOWED** during the street parade or during the performances related to the parade.
8. The use and display of banners, sashes promoting commercial business entities, or products and other promotional materials by contingents are **NOT ALLOWED**. Only banners provided by the festival committee are allowed.
9. All contingents must assemble at the designated venue **TWO (2) HOURS** before the flag off. *Contingents will be assigned to their respective assembly point during the final briefing.*
10. The order of the street parade – which is slated at **5 am on Wednesday, August 27, 2025** will be determined by the Events Committee and announced accordingly. Each contingent must follow the prescribed order of the parade.
11. The Events Committee will set the schedule of coordination meetings. No attendance in the orientation, no parade.

### C. SECURITY / ADMINISTRATIVE

1. For the safety and security, and to ensure a smooth flow of the parade **No Materials** (gifts, candies, merchandises, literature materials, leaflets, liquids etc.) may be handed out or thrown 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 P. Maramias** and **Imilyn Elumba** at the City Tourism and Cultural Affairs Office at number, 859-3842 and 63+ 9972444333

### ADDITIONAL GUIDELINES FOR MARCHING BAND

1. Members for the marching ensemble are expected to march smartly. Observe uniformity of foot placement and body movement, posture and body carriage. And maintained appropriate effective of all equipment.
2. Band members are expected to demonstrate uniformity in marching in step. Execution of pivot, turns, facings, starts and stops, including upper/lower body execution.
3. The ensembles are enjoined to demonstrate superlative alignment forms (ranks, files, diagonals, etc.)
4. The ensembles are expected to demonstrate uniformity in timing, spacing, and halts, as well as visually appropriate spacing while standing fast, marching time or marching.



5. Ensembles are expected to project uniformity of apparel or costumes related to a marching band. Uniform must be decent and with sleeves.

6. ***Sexy dance steps and sexually suggestive moves*** (thrusting, grinding, twerking, etc.) ***are discouraged***

7. Participation of the marching bands is the soul of the HIGALAAY FESTIVAL Civic Military Parade. It is a showcase of talents from various institutions. Marching Bands are expected to display their best.

8. Cash Prizes and Awards:

|                        |   |   |   |                                     |
|------------------------|---|---|---|-------------------------------------|
| a. First Prize         | - | - | - | P 100,000.00 + Trophy + Dummy Check |
| b. Second Prize        | - | - | - | P 75,000.00 + Trophy + Dummy Check  |
| c. Third Prize         | - | - | - | P 50,000.00 + Trophy + Dummy Check  |
| d. Top 5 Bands         | - | - | - | P 10,000.00                         |
| e. Best in Costume     | - | - | - | P 10,000.00 + Trophy                |
| f. Best Band Majorette | - | - | - | P 5,000.00 + Trophy                 |
| g. Best Band Major     | - | - | - | P 5,000.00 + Trophy                 |

9. Criteria for Judging:

|                                          |   |   |   |   |      |
|------------------------------------------|---|---|---|---|------|
| a. Costume                               | - | - | - | - | 30%  |
| i. Appropriateness                       |   |   |   |   |      |
| ii. Creativity and Craftsmanship         |   |   |   |   |      |
| iii. Visual Impact                       |   |   |   |   |      |
| iv. Use of Higalaay Festival Theme       |   |   |   |   |      |
| b. Musical and Visual Performance        | - | - | - | - | 40%  |
| i. Choreography                          |   |   |   |   |      |
| ii. Coordination and timing              |   |   |   |   |      |
| iii. Creativity and originality of music |   |   |   |   |      |
| iv. Accuracy and technique               |   |   |   |   |      |
| c. Overall Impression                    | - | - | - | - | 30%  |
| i. Showmanship                           |   |   |   |   |      |
| ii. Innovation on the use of props       |   |   |   |   |      |
| iii. Thematic consistency                |   |   |   |   |      |
| iv. Musical and visual integration       |   |   |   |   |      |
| d. Total                                 | - | - | - | - | 100% |