



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Circular No. 194
Series of 2023

TO : ALL MINISTRIES, OFFICES, AND AGENCIES
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : SHARIFF KABUNSUAN FESTIVAL 2023

DATE : 23 Jamada Al-Awwal 1445 AH | 07 December 2023

All ministries, offices, and agencies are hereby directed to actively participate in the “SHARIFF KABUNSUAN FESTIVAL 2023” in Cotabato City. The following are the assigned roles/responsibilities and committees identified in preparation for the festival's various activities from **December 12 to 19, 2023**, to wit:

I. ROLES AND RESPONSIBILITIES OF EACH MINISTRY/OFFICE/AGENCY

Major Activities	Details	Concerned Ministries/ Offices/Agencies
A. GUINAKIT FLUVIAL December 19, 2023 (8:00am to 11:30am)	Clean up Drive at Guinakit venue	MILG, MPW, MOTC (MARINA & RPMA), MENRE, City Government of Cotabato
	Program Design and Invitation of Guests	BIO, MTIT, BPDA City Government of Cotabato – City Tourism Office
	Installation of Main Stage, LED TV Wall, Tents, Sound System, Lights, Tables, Chairs and Barricades	MPW, MBHTE, MOST, BYC
	Provision of Bancas (large and medium), and small boats with decorations	All Ministries
	Stage and Venue Decoration	MBHTE, BCPCH, MOLE
	Provision of Waste Bins and Trash Bags; Collection and Proper Disposal of Waste	MENRE, MSSD, City Government of Cotabato
	Provision of Food: VIPs and Guests (Guinakit on-site)	MTIT, MAFAR

	Provision of Food Packs for the General Public (at least 100 packs)	All Ministries
	Entertainment with sounds and musical instruments during the Guinakit	MBHTE, MIPA, MOST
	Emergency Center, First Aid Response Team, Water Rescue	MOH, BARMM-READi
	Crowd Control, Traffic, Parking, Marshalls and Security	MILG, OCM-ISS, MOTC-LTO, MPOS, IATF Kutawato
	Leis and Tokens	MTIT
	Preparation, arrangement of Fluvial Parade and Marshal during the parade	BMARINA, BPMA, MTIT
B. AGRI-TRAVEL-TRADE FAIR Dec. 12-20, 2023	Setting up of Exhibit Tents & Identification of the Exhibitors	MTIT, MAFAR, MOST, CSEA
	Program Design/Opening/Closing	MTIT, MAFAR
C. QUR'AN READING EXHIBITION December 18, 2023	Design of Program/Hostings	MBHTE, Darul Ifta, Office of the Wali, BCPCH
	Identification, Invitation of Participants	MBHTE, Darul Ifta, Office of the Wali, BCPCH
D. ON-SITE INSTALLATION OF PANDALAS/ BUNTINGS/STREAMERS OF SK LANDMARK Dec. 18, 2023, 10:00am At Bucana, Mother Kalanganan	Coordination with BLGU and Local Communities	MTIT, BCPCH
	Setting up of Pandalas, Buntings and Streamers	MTIT, BLGU BCPCH
	Provision of snack food packs at least 100 food packs	All Ministries
E. FAMILIARIZATION TOUR Dec. 18-19, 2023	Program Design and Hosting	MTIT-BOT
	Identification/Invitation of Participants	
	Sites/Events Educational Tour	

II. SHARIFF KABUNSUAN FESTIVAL 2023 COMMITTEE COMPOSITION

COMMITTEE	ACTIVITY	IN-CHARGE	COMMITTEE MEMBER
GUINAKIT FLUVIAL December 19, 2023 (8:00am to 11:30am)	<ul style="list-style-type: none"> Clean up Drive at Guinakit venue 	<ul style="list-style-type: none"> MENRE (Chair) MPW (Co-Chair) 	City Government of Cotabato, MILG, Coast Guard, MOTC (MARINA & RPMA), MENRE
	<ul style="list-style-type: none"> Program Design and Invitation of Guests 	<ul style="list-style-type: none"> OCM-BIO (Chair) MTIT (Co-Chair) 	BPDA, City Government of Cotabato – City Tourism Office
	<ul style="list-style-type: none"> Installation of Main Stage, LED TV Wall, Tents, Sound System, Lights, Tables & Chairs and Barricades 	<ul style="list-style-type: none"> MPW (Chair) MBHTE (Co-Chair) 	MOST
	<ul style="list-style-type: none"> Provision of Bancas (large and medium), small boats with decorations 		All Ministries
	<ul style="list-style-type: none"> Preparation, Arrangement of Fluvial Parade and marshal during the fluvial parade 	<ul style="list-style-type: none"> BARMM-READI (Chair) Coast Guard (Co-Chair) 	BMARINA, BPMA, MTIT
	<ul style="list-style-type: none"> Stage and Venue Decoration 	<ul style="list-style-type: none"> MBHTE (Chair) BCPCH (Vice Chair) 	MOLE
	<ul style="list-style-type: none"> Provision of Waste Bins, Thrash Bags: Collection and Proper Disposal of Waste 	<ul style="list-style-type: none"> OCM-AMS (Chair) MENRE (Co-Chair) 	City Government of Cotabato, MSSD
	<ul style="list-style-type: none"> Provision of Foods for VIPs and Guests (Guinakit on-site) 	<ul style="list-style-type: none"> MTIT (Chair) MAFAR (Co-Chair) 	

	<ul style="list-style-type: none"> Provision of Food Packs for the General Public (at least 100 packs) 		All Ministries
	<ul style="list-style-type: none"> Entertainments with sounds and musical instruments during the Guinakit 	<ul style="list-style-type: none"> MBHTE (Chair) MIPA (Co-Chair) 	MOST
	<ul style="list-style-type: none"> Emergency center, First Aid Response Team, Water Rescue 	<ul style="list-style-type: none"> MOH (Chair) BARMM-READI (Co-Chair) 	
	<ul style="list-style-type: none"> Crowd Control, Traffic Management, Parking, Marshals, and Security 	<ul style="list-style-type: none"> MILG (Chair) OCM-ISS (Co-Chair) 	MOTC-LTO, MPOS, IATF Kutawato
	<ul style="list-style-type: none"> Leis and Tokens 	<ul style="list-style-type: none"> MTIT (Chair) 	
AGRI-TRAVEL-TRADE FAIR	<ul style="list-style-type: none"> Setting up of Exhibit Tents & Identification of the Exhibitors 	<ul style="list-style-type: none"> MAFAR (Chair) MTIT (Co-Chair) 	MOST, CSEA
Dec. 12-20, 2023	<ul style="list-style-type: none"> Program Design/Opening/ Closing 	<ul style="list-style-type: none"> MTIT (Chair) MAFAR (Co-Chair) 	CSEA
QUR'AN READING EXHIBITION December 18, 2023	Design of Program/Hosting	<ul style="list-style-type: none"> MBHTE (Chair) BCPCH (Co-Chair) 	Darul Ifta
	Identification, Invitation of Participants	<ul style="list-style-type: none"> Darul Ifta (Chair) MBHTE (Co-Chair) 	BCPCH
ON-SITE INSTALLATION OF PANDALAS/ BUNTINGS/STREAMERS OF SK LANDMARK	<ul style="list-style-type: none"> Coordination with BLGU and Local Communities 	<ul style="list-style-type: none"> MTIT (Chair) MHSD (Co-Chair) 	BCPCH
	<ul style="list-style-type: none"> Setting up of Pandalas, Buntings, and Streamers 	<ul style="list-style-type: none"> BCPCH (Chair) 	BLGU

Dec. 18, 2023 10:00am @ Bucana, Mother Kalanganan		<ul style="list-style-type: none"> • MTIT (Co-Chair) 	
	<ul style="list-style-type: none"> • Provision of snack Food packs @ least 100 food packs 		All Ministries
FAMILIARIZATION TOUR Dec. 18-19, 2023	<ul style="list-style-type: none"> • Program Design and Hosting • Identification/Invitation of Participants • Sites/Events Educational Tour 	<ul style="list-style-type: none"> • MTIT-BOT 	

III. SHARIFF KABUNSUAN CELEBRATION CALENDAR OF ACTIVITIES

DECEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
					Opening of Tourism Food Crawl by City Tourism Council	Tourism Food Crawl by City Tourism Council
10	11	12	13	14	15	16
Cotabato Tourism Council	Cotabato Tourism Council	Cotabato Tourism Council	Cotabato Tourism Council	Cotabato Tourism Council	Cotabato Tourism Council	Cotabato Tourism Council
Tourism Food Crawl	Tourism Food Crawl	Tourism Food Crawl	Tourism Food Crawl	Tourism Food Crawl	Tourism Food Crawl	Tourism Food Crawl

		LGU Cotabato: Grand Opening Parade with Guinakit Float by Cotabato City LGU and BARMM	BARMM: Clean Up Drive by MENRE and BARMM MOA with LGU Cotabato		LGU Cotabato: Baseball Tournament	LGU Cotabato: Opening Program: ART FAIR Exhibit; Dance Performance; Fashion Design Competition; Inaul Weaving Visual Art Workshop; Kulintang Ensemble Musical Competition Baseball Tournament Bayok Competition Hiphop Dance Competition Badminton Tournament
		BARMM: Opening of Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR B	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR
17	18	19	20	21	22	23
Cotabato Tourism Council Tourism Food Crawl	Cotabato Tourism Council Tourism Food Crawl	Cotabato Tourism Council Tourism Food Crawl	Cotabato Tourism Council Tourism Food Crawl	CLOSING Program Tourism Food Crawl		

BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	BARMM: Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR	Closing of Agri-Travel-Trade Fair by MTIT-BOT-ETD & MAFAR			
17	18	19	20	21	22	23
BARMM: Familiarization Tour (Arrival of Travel Agencies and Tour Operators to the City of Cotabato)	Familiarization Tour at Mag Norte	BARMM: Guinakit Fluvial Parade (6am)	Familiarization Tour at Mag. Sur (then Send off)			
	BARMM: On-Site Installation/Set-Up of Pandalas and Buntings, Bucana, Kalanganan for SK Landmark (Short Program)					
	BARMM: Qur'an Reading Exhibition					

	<p>LGU Cotabato: Kuyog Competition (Street Dancing)</p>	<p>Familiarization Tour to the City</p>				
<p>LGU Cotabato: Heritage walk tour at old City Hall; Fair Exhibit; Dance Performance; Fashion design Competition; Brass Casting Visual Art Workshop; Dance Performance</p>	<p>LGU Cotabato: Fair Exhibit; Dance Performance; Fashion design Competition; Brass Casting Visual Art Workshop; Dance Performance Baseball tournament</p>	<p>LGU Cotabato: SKF Culminating Show at People's Palace Baseball Tournament Live performance of Singer-Songwriter Maan Chua</p>				
<p>LGU Cotabato: Antangan Heritage walk tour at old City Hall; Fair Exhibit; Dance Performance; Visual Art Workshop Dance Competition; Brass Casting; Dance Performance Cont'n... Baseball Tournament</p>	<p>LGU Cotabato: Antangan Fair Exhibit; Dance Performance; Dance and Music Workshop Visual Art Workshop Dance Performance Fashion Showcase Masjid/Mosque Book launching and talk on Islamic</p>					

Youth Camp: Appreciation of Bayok and Kulintang Badminton Tournament	Architecture by: Arch Gerald Lico Closing Program CSU Gym					
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IV. Other Notations

1. The Press Conference/Briefing will be jointly conducted by the BARMM and the LGU-Cotabato City. The OCM-BIO is tasked to coordinate with the Cotabato City Government.
2. The Grand Opening Program set on December 12, 2023 will be highlighted by the Guinakit Float Parade and will be spearheaded by the City of Cotabato. Employees of BARMM Ministries, Offices and Agencies are required to participate in the Parade. Culturally-inspired traditional attire appropriate for the occasion is advised.
3. Regular Bancas will be used (large and medium). The big boat is for the Office of the Chief Minister. All Bancas/boats should be adorned with traditional artforms/artworks (pandalas, buntings, instruments and the like). All Ministries must provide 1 medium (regular size) size banca and 5 small boats (minimum number).
4. Pre-assessment of the site for Guinakit Fluvial will be assessed by the team to be spearheaded by the OCM- BARMM READI, MOTC-RPMA, Coastguard, MTIT, and the City Government.
5. The Clean-Up Drive shall be conducted prior to the Guinakit Fluvial and shall be led by the MENRE in close coordination with the City Government with support from OCM-AMS, MPW and other agencies in the Ministries, Agencies and Offices.
6. Tarpaulins and Pandalas are to be hang in each respective agencies and along national or public highways or in any entry-exit points for public knowledge and information. All MOAs are required to produce at least 2- 6x8 size tarps. The BIO is tasked to design the tarpaulins.
7. T-shirts. Employees must wear any available agency t-shirts bearing their respective agency logos or signages for ease of recognition.
8. All lead agencies and members of major events shall facilitate meetings among themselves and the City Government of Cotabato for the smooth implementation of assigned activities. The MTIT-BOT shall serve as secretariat.
9. Documentations, plugging, massive info drive shall be led by the OCM-BIO in close coordination with the City Government-Information Office.
10. All Ministries, Offices and Agencies are enjoined to actively participate in all activities scheduled for the whole duration of the celebration as indicated in the Calendar of Activities, as attached. Activities indicated therein are either lead by the City Government of Cotabato, Cotabato City Tourism Council and the BARMM government. Furthermore, all expenses incurred by the ministries, agencies, and offices relative hereto shall be charged against their respective available office funds. Subject to usual government accounting and auditing rules and regulations.

11. Meeting schedules for Sub-Committees:

Thursday (November 30)	Friday (December 1)
<p>General Meeting:</p> <p>All Sub-Committees</p> <p>9:00 am to 12:00 nn at Glamour Resto (Old)</p>	<p>Sub-Committees on</p> <p>Agri-Travel-Trade Fair 9:00 am to 10:00 am</p> <p>Qur-an Reading Exhibition 10:00 am to 11:00 am</p> <p>Venue: MTIT Conference Room</p>
<p>Sub-Committees on</p> <p>Guinakit Fluvial 1:00 pm to 3:00 pm</p> <p>Pagana Kanduli 3:00 pm to 5:00 pm</p> <p>Venue: Glamour Resto (Old)</p>	<p>Sub-Committees on</p> <p>A Day with Chief Minister 2:00 am to 3:30 pm</p> <p>Onsite Installation of Pandala 3:30 pm to 5:00 pm</p> <p>Venue: MTIT Conference Room</p>

For questions and/or other clarification, please contact BOT Director Engr. Marites K. Maguindra at 0917-113-7916 or Sitti Fatima K. Dagadas, *Chief for Promotion and Marketing* at 0915-547-1802 or at landline no. 557-2921 or email at dot@bangsamoro.gov.ph.

For information, guidance, and compliance.

By the Authority of the Chief Minister
AHOD B. EBRAHIM


ABUNAWAS L. MASLAMAMA
Senior Minister

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