



Department of Education
Region X- Northern Mindanao

DIVISION OF MALAYBALAY CITY

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August 23, 2013

DIVISION MEMORANDUM

No. 228, s. 2013

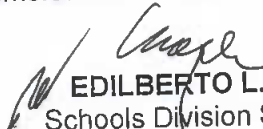
CONDUCT OF DIVISION TECHNOLYMPICS AND DEPEDNOMICS SKILLS
EXHIBITION AND COMPETITION

To: Education Program Supervisors and Division Coordinators
Public Schools District Supervisors
Elementary and Secondary School Heads
This Division

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Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 9/2/13 Time: 10:41AM
By: _____

1. Per DepEd Memorandum No. 42, s. 2012, the Department of Education (DepEd) through the Bureau of Secondary Education (BSE), and DepEd Memorandum No. 458, s. 2009 re: "Strengthening Edukasyong Pantahanan at Pangkabuhayan (EPP) this Office shall conduct the 2013 Technolympics and DepEdnomics Skills exhibition and Competition on September 30, 2013 at Bukidnon National High School-Main, Malaybalay City.
2. The skills exhibition and competition is an avenue where the pupils/students can best show their knowledge and skills in the field of EPP/TLE/TVE. Furthermore, it will showcase various products and performances as evidence of their learning. The activity aims to strengthen and upgrade the students' level of competence and confidence in facing life's challenges. Likewise, the activity shall engage teacher-advisers and other educational leaders in parallel professional development sessions.
3. The participants to this Division DepEdnomics and Technolympics Skills exhibition and Competition are the EPP/TLE/STVE teacher-coaches and pupil/student-contestants. The Public Schools District Supervisors in every district and School Heads of the contestants are also encouraged to attend.
4. A registration of One Hundred Pesos (P100.00) per participant will be collected to cover the meals and snacks of the invited judges, medals, trophies, certificates, printing of souvenir program, and other related expenses. Foods and snacks for the teacher-coaches and pupil/student-participants will be in their own.
5. Traveling expenses, registration fees of the participants, contest administrators are chargeable against school/local/MOOE and local school board funds subject to the usual accounting and auditing policies, rules and regulation. It is advised that the PTA and non-government funds and other funding sources be tapped for financial assistance.
6. To ensure a standard implementation of the skills development and competitions, the List of Contest Administrators/facilitators, the General Guidelines, and Skills Contest Packages are attached as Enclosure Nos. 1 and 2 respectively.
7. The list of delegation officials, contestants and skills to be participated must be submitted to this Office before September 12, 2013, Attention: **Mr. LUIS S. ALAJAR, JR.**- EPP/TLE/STVE Education Program Supervisor.
8. Immediate and wide dissemination of this Memorandum to all concerned is hereby enjoined.


EDILBERTO L. OPLENARIA
Schools Division Superintendent

LISTS OF CONTEST ADMINISTRATORS/COORDINATORS

For DepEDnomics

Skill/Category	Contest Administrator-School	Coordinator-School	Contest Venue
Home Economics			
1. Invented Snacks	Theresa T. Melendez - AVES	Mr. Albert Sarno	Gym
2. Table Skirting and Table Setting	Prescilla A Salem - Linabo CS	Mrs. Marlou Berondo	H.E Bldg.
Agricultural Arts			
3. Asexual Plant Propagation	Artemio M. Boncales- AVES	Mr. Freddie Zamora	Mini-Grandstand
4. Dish Gardening	Raquel P. Cagulada- Brgy. 9 ES	Mr. Policarpo Pandan	Mini-Grandstand
Industrial Arts			
5. Photographic Silk Screen Printing	Imelda A. Egam- BCT ES	Mr. Bernardo Tagudin	Gym
Entrepreneurship			
6. Sales Inventory	Mary Fe G. Gumayao- Kalaungay CS	Everardo I. Calopez	BNHS Library
7. DepEDnomics Agro/Trade Fair	Marieta Sogocio- Dalwangan ES	Mr. Hendrex Vallente	Front of Admin Bldg.

For Technolympics

#	AREAS FOR SKILLS EXHIBITION	Contest Administrator-School	Coordinator-School	Contest Venue
Industrial Arts				
1.	Educational Toy Making	Ian Roy G. Balmocena Buk. NHS	Ian Roy G. Balmocena – Buk. NHS	Industrial Arts Rm.
2.	T-Shirt Printing and Designing	Gregory Paul Lucero Buk. NHS	Gregory Paul Lucero	Gym
3.	Steel Baluster Making	Joseph M. Tugas Buk. NHS	Joseph M. Tugas	Metalworks Rm.
Home Economics				
1	Nail Art with Hand Massage	Araceli Balcurza –Bangcud NHS	Mrs. Noemi Bernardino	Gym
2	Children's Wear Construction (Casual for girls, 5-6 yrs. old)	Mrs/ Adora DelaCerna Buk. NHS	Mrs/ Adora DelaCerna	Garments Rm.

3	Hair Style with Facial Make-up	Mrs. Lorna T. BelisarioBuk. NHS	Mrs. Lorna T. Belisario	Gym Stage
<i>Agri-Fishery Arts</i>				
1	Experimental Fish Dish	Mrs. Delia Benigno Buk. NHS	Mrs. Delia Benigno	H.E
2	Landscaping	Mrs. Thelma Labay	Mrs. Francisca Malatamban	Mini Grandstand
3	Experimental Cookery (from Dressing to Meal Presentation)	Mr. Alberto Santillan Buk. NHS	Mr. Alberto Santillan	H.E
<i>ICT</i>				
1.	Tarpaulin Designing	Mr. Rolando Sudario Bangcud NHS	Mr. Roldan Lambo	ICT Rm.
2.	Web Page Designing	Mr. Roldan LamboBuk. NHS	Mr. Roldan Lambo	ICT Rm.
3	PC assembly with configuration and networking	Mr. Roldan LamboBuk. NHS	Mr. Roldan Lambo	ICT Rm.
Bazaar Exhibit		Mrs. Bebian Larot – Managok NHS	Mr. Antonio I. Tan	BNHS Gym

TECHNOLYMPICS/DEPEDNOMICS SKILLS EXHIBITION AND COMPETITION

A. GENERAL GUIDELINES

1. Coverage

- a. Technolympics/DepEDnomics Skills Exhibition and Competition in the elementary and secondary level must be simultaneously held from the school, district, division and regional level.
- b. As such, these guidelines shall be uniformly applied from the school to the regional level and to the national for the technolympics.

2. Requirements during the Technolympics/DepEDnomics-Division Level

- a. All contestants through their respective coaches, are required to submit the following immediately during the Solidarity Meeting to the Contest Administrator:
 1. Certified photocopy of the contestant's Form 137 (at least first grading grades are reflected);
 2. School Principal's certification of the contestant's enrolment during the present school year;
 3. Recent 2X2 picture attached to Form 137;
 4. Official School ID (photocopy to be submitted and original copy to be exhibited only to the Contest Administrator/Contest Coordinator/Secretary); and
 5. Photocopy of the Registration Form/Official Receipt, if applicable, indicating that contestant is a registered participant.
- b. The requirements shall be placed in a short brow envelope. On the upper right hand part of the envelope (the side without the flap), the name of the contestant, the name of the contest to be participated in, the name of the school, division or region shall be indicated.
- c. Contestants are required to bring their own contest supplies, materials and tools/equipment.
- d. All participants shall wear their respective Technolympics/DepEDnomics shirt during opening and closing ceremonies. Contestants, however, are required to wear the school uniform or Technolympics/DepEDnomics uniform/shirt, whichever is applicable during the contest proper.
- e. Each delegation is required to bring its own School/District banner.

3. Solidarity Meeting

- a. Coaches and special judges are required to attend the briefing with the Contest Administrator on September 20, 2013, 8:00 a.m at the Bukidnon National High School Mini Grand stand. Questions shall only be entertained during the Solidarity Meeting.
- b. Agreements made outside of the contest package shall not be binding except upon approval of the Technical Committee.

- c. All questions during the briefing shall be noted and reported by the Contest Coordinator/Secretariat.
- d. After the solidarity meeting, those skills with substantial issues and concerns shall immediately meet with the Technical and Evaluation Committee for resolution. The Technical and Evaluation Committee shall be composed of the PSDSs, EPP/TLE/STVE Supervisor and the host School Head.

In any case, however, the Chair of the Technical and Evaluation Committee and the Head of the Secretariat shall actively participate in the discussion and resolution.

4. Contest Proper

- a. A contestant shall participate in only one (1) skill contest.
- b. All contestants should be at the contest venue fifteen (15) minutes before the contest starts. Late contestants without valid reasons shall be disqualified.
- c. No questions shall be entertained during the contest proper except clarifications and point of orders. All clarifications and point of orders during the contest-proper shall be noted and reported by the Contest Coordinator/Secretary.
- d. Should there be any irregularities found during the contest, the contest Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills contest if justified and refer the matter to the attention of the Secretariat Head, and Technical and Evaluation Committee for appropriate actions.
- e. Only the Contest Administrator, Contest Coordinator/Secretary, members of the Board of Judges, members of the Technical and Evaluation Committee, Secretariat and pupil/student-contestants are allowed to stay in the contest venue during the contest proper. Judges shall not interfere with the conduct of the contest.
- f. Contest suppliers, materials, tools, equipment from other things needed in the contest shall be made ready by the Contest Administrator and Contest Coordinator/Secretary in the contest venue one hour before the contest starts.
- g. Borrowing of supplies, materials, tools, equipment from other competitors is not allowed during the contest.
- h. Contestants are not allowed to talk to each other and to their respective coaches immediately before the start, during and after the contest while judging is still taking place.
- i. The working/contest area shall be cleaned immediately after every contest.
- j. To properly identify the contestant and match his/her contest work/output, the following shall be the procedure:
 - i. Before the contest starts, the Contest Administrator shall cause the registration of the contestant on a form prepared for the purpose. The registration of the contestant shall fill up the form except his/her signature.
 - ii. Immediately after the contestant shall have registered, the contestant shall be made to draw lots. The number he/she has chosen shall be reflected in the registration form opposite his/her name and division. Once this is done, only then shall the contestant place his/her signature on the registration form.
 - iii. The contestant shall also sign the paper used for the draw lots on which the contestant number is written. He/She shall also be counter signed by the Contest Administrator and submit to the Technical and Evaluation Committee together with the other contest documents.
 - iv. The Contest Administrator shall then proceed to identify the work station and/or the contest output the contestant number.
 - v. The Contest Administrator shall also prepare the score sheet for the judges.

5. Judging

- a. The Board of Judges is from the academe or industry who shall function as resource person during the Solidarity Meeting.
- b. Judging shall be based on the criteria indicated in the particular contest package.
- c. Judges shall stay at least two (2) meters away from the contestants immediately before, during, immediately after the contest and during the judging period.
- d. Judges are not allowed to talk or interfere with the contestants while the contest is in progress.
- e. Judges shall hold themselves in strict confidentiality during and after the contest. They are prohibited from discussing the results and other details of the judging with others.
- f. Judges must not be fair, they must also appear to be fair. As such, they shall avoid, in words and in acts, any suggestions of being unfair.
- g. All Contest skills shall be judged and/or evaluated by the judges based on both the process and the output, in which case their presence is required during the contest start to end.

- h. Judges shall use ball pen in finalizing scores. The score sheet must be duly signed by the judge. Erasures must also be signed in full by the judge.
- i. Coaches must be the actual trainers of their respective contestants.
- j. Coaches must submit the following to the Contest Administrator immediately during the Solidarity Meeting:
 1. Certified photocopy of the coach-judge's appointment from the civil service and service record;
 2. School Principal's certification of the assignment as coach of his/her contestant and the actual training of his/her contestant;
 3. Recent 2x2 picture attached to the service record;
 4. Official School ID (photocopy to be submitted, original copy to be exhibited only to the Contest Administrator); and
 5. Photocopy of the Registration Form/Official Receipt indicating that Coach is a registered participant.
- k. The decision of the Judges shall not be considered final until and after the Technical and Evaluation Committee shall have evaluated and canvassed the scores.
- l. Other specific guidelines on the judging process shall be issued by the Regional Adviser if and when necessary.

6. Consolidation and Tabulation of Scores

- a. The Contest Administrator shall immediately collect and secure the individual score sheets of the judges after the judging. He shall make certain that the score sheets are properly accomplished, that is, all information required are given (name, division, school and mobile number), scores are written in ball pen, erasures are countersigned and the score sheet itself is signed.
- b. The Contest Administrator shall proceed to submit the score sheets and all the documents in his/her possession to the Tabulation Committee whose head shall make a receipt of the same.
- c. Before the tabulation of the scores is done, both the Contest Administrator and a Tabulation Committee Member shall verify whether the contestants and coaches are duly registered participants and have complied with the documentary requirements. Unregistered contestants and coaches and those who have not complied with the documentary requirements shall be disqualified and their scores shall not be considered in the tabulation and computation of scores.
- d. With the help of the Contest Administrator, a member of the Tabulation Committee shall manually tabulate and compute the scores given by the individual judges. The Contest Administrator and the member of the Tabulation Committee shall then consolidate all information pertinent to the contestant vis-à-vis the result of judging.
- e. The Tabulation Head and the Technical and Evaluation Committee Head shall jointly review the entries and the result per skills contest who, together with the Contest Administrator and a member of the Tabulation Committee, shall sign the consolidated result to attest to its regularity and finality.
- f. Once the consolidated result is final, only then shall the result be encoded in a computer, which shall be reviewed and signed by all the signatories thereto.

9. Awards, Prizes and Certificates and Incentives

- a. Only the top five (5) in each contest category shall be awarded during the awarding ceremonies, to wit: First, Second, Third, Fourth and the Fifth Places.
- b. Cash prizes/trophies/medals/certificates of award shall be given to the First, Second and Third Place winners. The fourth and fifth places shall receive certificates of award only. The coaches of the top five shall also be given certificates of award.
- c. All registered student-contestants shall be given certificates of participation and certificates of appearance.
- d. All registered coaches, school principals, head teachers, supervisors and others shall be given certificates of participation and/or recognition and appearance.
- e. Certificates of Participation and/or Recognition and Appearance shall only be released after the closing and awarding ceremonies.
- f. All officially registered coaches attending the district, division, and regional skills development and competitions shall be given equivalent service credits for serving as trainers of their respective student-contestants during the skills competitions to be determined by their respective districts, divisions, and regions.
- g. Heads and members of working committees, including Contest Administrators and Coordinators/Secretaries, shall also be given reasonable days as service credits as stipulated in pertinent DepED issuances.

7. Determination of the Over-All Champion

- a. An Over-All Champion shall be determined.
- b. The Technical and Evaluation Committee shall determine the weight of skills contest.
- c. To determine the Over-All Champion in the division and regional levels, all skills including DepEDnomics Agro/Trade Fair shall be considered, as far as practicable.

8. Announcement of Winners

- a. Winners will only be announced during the Awarding and Closing Ceremonies.

10. Disqualification of Coaches, Student-Contestants, Contest Administrators and Others

a. Disqualification of Coaches

Coaches shall be disqualified based on the following grounds:

1. Failure to register and pay the registration fee, and comply with the standards of judging, the documentary requirements and qualifications of judges as indicated in section 5 of this General Guidelines;
2. Violation of impartiality inherent in judges;
3. Commission of malicious and/or intentional acts that serve to denigrate the integrity of the contest;
4. Willful disobedience and disregard of valid and reasonable instructions and orders of Contest Administrators, officials of the Technical and Evaluation Committee and the Secretariat; and
5. Such other acts or omissions prejudicial to the conduct of the contests.

b. Disqualification of Student-Contestants

Student-contestants shall be disqualified based on the following grounds:

1. Failure to comply with those indicated in sections 2 and 4 of this General Guidelines and with the requirements of the competitions in general;
2. Failure to register and pay the registration fee;
3. Failure to attend required sessions during the competitions without valid reason;
4. Commission of malicious and/or intentional acts that serve to denigrate the integrity of the contests;
5. Willful disobedience and disregard of valid and reasonable instructions and orders of Contest Administrators, officials of the Technical and Evaluation Committee and the Secretariat; and
6. Such other acts or omissions prejudicial to the conduct of the contests.

c. Disqualification of Contest Administrators and Contest Coordinators/Secretaries

Contest Administrators and Contest Coordinators/Secretaries shall be disqualified based on the following grounds:

1. Violations of impartiality inherent in Contest Administrators and Contest Coordinators/Secretaries;
2. Commission of malicious and/or intentional acts that serve to denigrate the integrity of the contest;
3. Willful disobedience and disregard of valid and reasonable instructions and orders of officials of the Technical and Evaluation Committee and the Secretariat; and
4. Such other acts or omissions prejudicial to the conduct of the contests.

d. Disqualification Procedure

1. Any complaint for disqualification of coaches and pupil-contestants shall be made in writing immediately after the conduct of the contest. The complaint must be filed with the Secretariat within the day the contest was conducted with the Technical and Evaluation Committee.
2. Any complaint for disqualification of Contest Administrators and Contest Coordinators/Secretaries shall be made in writing a day before the conduct of the particular contest and filed with the Secretariat. Complaints made after the contest shall be dismissed.
3. The Technical and Evaluation Committee shall with posthaste conduct an investigation of the complaint. It shall call all the parties thereto and resolve the complaint within 24 hours after hearing both parties.
4. The Contest Administrators and Contest Coordinators/Secretaries have no authority to disqualify. They may, however, recommend for disqualification of a coach and student-contestant.

e. Effects of Disqualification

1. The disqualification of a judge shall render his/her judging ineffective and the scores null and void, without prejudice to the appropriate criminal, civil or administrative liability he/she may incur. Immediately, the organizers shall find a replacement if necessary.
2. The disqualification of a Contestant shall forfeit his/her opportunity to join the contest or proceed with the conduct of the contest if the same has already commenced.
3. The disqualification of a Contest Administrator and Contest Coordinator/Secretary shall immediately relieve him/her of his/her duty as such without prejudice to the appropriate criminal, civil or administrative liability he/she may incur. Immediately, the organizers shall find a replacement.
4. In no case shall the disqualification of a coach affect the standing of his/her contestant nor shall the disqualification of a student-contestant affect the qualification of coach to function as such.



- I. Contest: DEPEDNOMICS TRADE/AGRO FAIR**
- II. Area: Entrepreneurship**
- III. Time Allotment: Day 1**
- IV. Tools, Equipment and Materials Needed:**
1. Booth
 2. EPP Outputs
 3. Popular Products (Community)

V. Specific Instructions

The DepEDnomics Trade/Agro Fair is a special feature of the 1st DepEDnomics Regional Skills Development and Competition. This is more than a showcase of the divisions' best projects in Edukasyong Pantahanan at Pangkabuhayan (EPP), together with other products which are popular or known in every division. It is also a demonstration of the pupil/teacher-contestants' personal entrepreneurial competencies.

1. The names of the divisions shall be placed at the entrance of the booth.
2. Set up of booths by the divisions is during day 0 upon arrival and after registration (November 22, 2012 PM).
3. Official start of the business is at 7:00 AM of November 23, 2012.
4. Dismantling of booths shall commence at 6:00 PM of November 23, 2011.
5. The EPP outputs/projects shall comprise 50% of the items included in the business, while popular or known division products shall comprise 50%.
6. Inventory of products shall be submitted to the contest administrators before each division is allowed to occupy the assigned booth.

VI. Criteria of Judging

A. Booth		80%
1. Artistic	20%	
2. Product Design	20%	
3. Presentation	20%	
4. Creativity	20%	
B. Percentage of the Number of Goods		20%
100% Sold	20%	
Less than 100% but not lower than 85% sold	15%	
Less than 85% but not lower than 70% sold	10%	
Less than 70% but not lower than 55% sold	5%	
Less than 55%	2%	
	TOTAL	100%