




DEPED-TAY-DM-CID-19- 303

**TO : CHIEF EDUCATION SUPERVISORS
HEADS, PUBLIC & PRIVATE ELEMENTARY, JUNIOR,
SECONDARY AND SENIOR HIGH SCHOOLS,
DTEO OFFICERS
ALL OTHERS CONCERNED**

FROM : CATHERINE P. TALAVERA, CESO VI 
Schools Division Superintendent

SUBJECT : CONDUCT OF 2019 DIVISION TECHNOLYMPICS

DATE : SEPTEMBER 16, 2019

1. In line with the upcoming S.Y. 2019-2020 Regional Technolympics, the Schools Division of Tayabas City will conduct the 2019 Division Technolympics on September 20, 2019 at Tayabas City Stand Alone High School, Brgy. Pitol, Tayabas City.
2. The Division Technolympics aims to:
 - a. provide the learners from public and private secondary schools, Alternative Learning System (ALS) and SPED with opportunities to showcase their talents through exhibitions of their products and performances as evidence of their learning; and
 - b. raise community awareness of the diverse and valuable skills that students gain in their EPP/ TLE /TVE /TVL classes.
3. The Skills Technolympics consist of the following skills exhibition in different areas:
 - a. Industrial Arts (IA)
Electrical Installation and Maintenance (EIM)
 - b. Home Economics (HE)
Bread and Pastry Production
Dressmaking
 - c. Agri-Fishery Arts (AFA)
Food Processing (Meat, Fish, Fruits and Vegetables),
Landscape Installation and Maintenance,
Dish Garden (elementary level)
Beauty Care
Fruits and Vegetable Carving
 - d. Information and Communications Technology (ICT)
Technical Drafting(CAD)
Invitation Card Making (elementary level)



Poster Making Contest (Elementary Grade 4-6)

e. Entrepreneurship

Bazaar Exhibit – Products, Services and Booth

4. The specific guidelines for each area of skills exhibition are contained in the following enclosures:

- ☐ Enclosure 1 – General Guidelines on the Conduct of the Division Technolympics
- ☐ Enclosure 2 – Implementing Guidelines of the Division Technolympics
- ☐ Enclosure 3 – Division Technolympics Confirmation Sheet
- ☐ Enclosure 4 – Event Administrators per Skills Exhibition
- ☐ Enclosure 5 – Matrix of Activities
- ☐ Enclosure 6 – Working Committees

5. Expenses relative to the activity shall be charged to local funds subject to the usual accounting and auditing rules and regulations. All activities/contests will be done simultaneously in their assigned venue. Winning contestants shall represent the Division in the S.Y. 2019-2020 Regional Technolympics.

6. All school EPP/TLE/TVE/TVL Coordinators are required to submit the Official List of Coaches and Contestants (using Enclosure No. 3: Division Technolympics Confirmation Sheet) to DTEO c/o Geraldine M. Constantino on or before September 19, 2019. List of Official Delegates may be send also in the *technolympics 2019* messenger.

7. Immediate and wide dissemination of this Memorandum is desired.



Enclosure No. 1 to Division Memorandum No. ____, s. 2019

GENERAL GUIDELINES ON THE CONDUCT OF THE DIVISION TECHNOLYMPICS

A. PARTICIPANTS

1. The participants of the Division Technolympics will showcase their best products and performances in the different events as evidences of their learning in different learning areas of EPP / TLE / TVE / TVL;

2. Participation is open to any learner who is...

a. currently enrolled in public or private secondary schools (Junior and Senior High Schools) for SY 2019-2020;

b. officially enrolled in secondary level Alternative Learning System with Learning Reference Number for SY 2019-2020.

3. A learner is allowed to participate in only one (1) event/ skills exhibition during the Division Technolympics to avoid conflict of schedule.

B. ATTIRE

All participants shall wear white T-shirt/polo shirt while event administrators and facilitators shall wear the DTEO polo shirt for the entire duration of the contest.

C. Division Level Awards

1. Only the top one winner for the secondary level categories and the top three (3) winners in the elementary level shall be declared

2. Winners in each event shall each receive a division certificate of recognition and a medal

3. The teacher-coach/trainer of the winners shall each receive a division certificate of recognition. All participants will receive certificate of participation

D. General Orientation and Briefing

1. A general orientation and briefing of all school coordinators or representatives regarding the events of the different skills exhibition shall be conducted one (1) month before the conduct of the Division Skills Technolympics.

2. All clarifications, issues, concerns regarding the Division Skills Technolympics shall be addressed during the orientation. Any concerns raised during the actual exhibition shall not be entertained unless they are valid and necessary.

3. Prior to the contest proper, all coaches/trainers of each event will have a briefing with event administrator/facilitator/coordinator/focal person on mechanics and other details of the specific skills exhibition.



E. Mechanics for Judging the Skills Exhibition

1. The products and performances of participants in all events shall be judged by three (3) members of the board of judges.
2. Judging shall be based on the criteria per skill contest. Before finalization of the over-all results, the members of the Board of Judges shall be given time to review, discuss and deliberate the results.
3. Judges shall be required to discuss with the contestants on items that need to be improved.
4. In case of tie, triple tie or a quadruple tie, the participant who finished the shortest/earliest time will be declared as the "Division Record Holder". In the event of another tie, the chair of the board of judges will decide; and
5. Decision of the judges is **final and irrevocable**.



Enclosure No. 2 to Division Memorandum No. ____s. 2019 Implementing Guidelines on the 4th Division Technolympics

1. Areas for Skills Exhibition

The areas for skills exhibition, number of participants per event and time allotment for the Technolympics are the following:

Areas for Skills Exhibition	No. of Participants	No. of Coaches	Time Allotment (excluding interview)
Industrial Arts			
1. Electrical Installation and Maintenance (EIM)	1	1	4 hours
Home Economics			
1. Dressmaking	2	1	4 hours
2. Bread and Pastry Production	2	1	4 hours
Agri-Fishery Arts			
1. Food Processing	3	1	4 hours
2. Fruit and Vegetable Carving (division level only)	2	1	4 hours
3. Beauty Care (division level only)	1	1	3 hours
4. Landscape Installation	2	1	4 hours
5. Dish Gardening (Elem. Level)	2	1	3 hours
Information and Communication Technology (ICT)			
1. Technical Drafting (CAD)	1	1	4 hours
2. Invitation Card Making (Elem. Level)	1	1	3 hours
Entrepreneurship			
1. Bazaar (Products, Services, and Booth)	6	2	2 days
TOTAL	23	12	
	35		

2. Skills Exhibition Proper

2. 1. The event administrators, technical committees and judges, should be in the contest venue one (1) hour ahead of the event schedule.
2. 2. Event materials, supplies, tools, equipment and other things needed must be provided by the contestants and will be made ready an hour before the event schedule.
2. 3. All participants should be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified.
2. 4. The participants will draw lots to determine their respective places and set up their foods and materials at their assigned places. Setting up of extension cords, equipment and tools should be done during this time.

2. 5. The final briefing of the participants will be done fifteen (15) minutes before the scheduled event.
2. 6. The event facilitator will give the signal for the event to begin. Once the event has started, the coaches, teachers, and delegates are no longer allowed to talk to the participants to allow them to fully concentrate on their work.
2. 7. Only the event administrator, technical staff, judges, official photographer, and participants are allowed in the venue.
2. 8. No questions shall be entertained during the contest proper except clarifications and point of order.

All clarifications and points of order shall be raise with the event administrator.

2. 9. Borrowing of materials, tools, and supplies during the event is not allowed.
2. 10. The working area should be cleaned immediately after every event.
2. 11. All outputs shall be displayed throughout the duration of the event.

3. Tools and Materials to Bring

3. 1. All contestants are required to bring their own Personal Protective Equipment (PPE)/
3. 2. All material shall be provided by the contestants.
3. 3. Refer to the respective Event Package for the list of other supplies that need to be brought at the contest venue.

4. Specific Guidelines for each Event Package

4.1 Electrical Installation and Maintenance (EIM)

COMPONENT AREA	Industrial Arts	
GRADE LEVEL	Junior /Senior High School / ALS/SPED	
EVENT PACKAGE	Electrical Installation and Maintenance (EIM)	
NO. OF PARTICIPANT(S)	One (1)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
DESCRIPTION	Electrical Installation and Maintenance skills which will involve reading and installing wiring diagrams based on a given schematic diagram. Knowledge of schematic diagrams and installation skills may be handy in establishing a business or landing a job.	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	Accuracy of interpretation of schematic diagram	25%
	Accuracy of installation	30%
	Use of tools	15%
	Safety	15%
	Speed	10%
	Ability to Explain Process	5%
	Total:	100%
I. Event Rules and Mechanics		
a. All officially enrolled learners /with LRN /students are eligible to join the contest.		
b. The Event Administrator, members of the technical committee and judges, should be in		

the venue sixty (60) minutes ahead of the event schedule.

- c. Event materials, supplies, tools, equipment and other things needed for the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- d. Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- e. All contestants should be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reasons shall be disqualified.
- f. The Event Administrator will let the contestants draw lots to determine their respective places. Setting up of their extension cords, equipment, and tools should be done during this time.
- g. Briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- h. The Event Secretary will give the signal for the event to begin. Once the event has started, the coaches, teachers, delegates are no longer allowed to talk to the contestants to give them full concentration in their work.
- i. No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.
- j. Photographers are not allowed inside the contest venue.
- k. Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition if justified and refer the matter to the attention of the Technical and Evaluation Committee for appropriate action.
- l. Borrowing of materials, tools, supplies during the event is not allowed.
- m. Each contestant will go through a panel interview and deliberation with the Board of Judges after the four (4) hour time allotment.
- n. The working area should be cleaned immediately after every event.

I. Resource Requirement

Event Supplies, Tools and Equipment	Contestant	Host Region/Venue	Central Office
A. Material/Supplies	- Electrical tape and the likes	- No. 14 wire - Lighting fixture - SPST switch - Junction box - And other materials	- Schematic diagram
B. Tools/Equipment	- All Tools/equipment needed for the wiring installation - Personal Protective Equipment	- Working board	
C. Others	- PPE	- Utility expenses	

4.2. BREAD AND PASTRY PRODUCTION

COMPONENT AREA	HOME ECONOMICS
GRADE LEVEL	Junior / Senior High School / ALS / SPED
EVENT PACKAGE	BREAD AND PASTRY PRODUCTION
NO. OF CONTESTANTS	Two (2)
TIME ALLOTMENT	Four (4) hours (excluding interview)

DESCRIPTION	Applying the principles in Bread and Pastry Production. The task includes preparation of Swiss Roll, Petit Four and Dinner Roll.	
Criteria for Assessment	Criteria	Percentage
	Process on the Product Development	25%
	Proper use of tools	10%
	Palatability	20%
	Product Presentation and Packaging	15%
	Speed	10%
	Safety / Sanitation and Hygiene	10%
	Ability to Present the Process	10%
	Total	100%

I. Event Rules and Mechanics

- All officially enrolled learners /with LRN /students are eligible to join the contest.
- The Event Administrators, members of the Technical Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.
- Event materials, supplies, tools, equipment and other things needed in the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- All contestants should be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reasons shall be disqualified.
- The Event Administrator will let the contestants draw lots to determine their respective places and set up their food and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
- Each contestant should wear appropriate PPE according to the standard requirements.
- Final briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- The Event Administrator will signal to start the contest proper. Once the event has started, the teacher-coaches and other delegates are strictly prohibited within the event area.
- No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.
- Borrowing of materials, supplies, tools, and equipment during the event is not allowed.
- Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if justified and refer the matter to the attention of the Technical and Evaluation Committee, for appropriate action.
- Copies of the recipe shall be submitted to the Event Administrator.
- Each group of contestants will go through a 2-3 minutes' interview and deliberation with the Board of Judges after the three (3) hours' time allotment.
- During the contest proper, judges are to observe the processes but not to ask questions to the contestants to avoid disruption.
- The working area should be cleaned immediately after every event.

II. Resource Requirements

Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region
A. Material/Supplies	- Packaging materials	- LPG tank	- Baking ingredients - Marketable ingredients
B. Tools/Equipment	- Baking utensils	- Stove	

	- Pans	- Knife - Oven - Refrigerator	
C. Others	- PPE	- Working table - Cooking area - Water outlet/supply	- Utility expenses

4.3. DRESSMAKING

COMPONENT AREA	HOME ECONOMICS	
GRADE LEVEL	Junior / Senior High School /ALS / SPED	
EVENT PACKAGE	DRESSMAKING (Corporate Attire)	
NO. OF PARTICIPANTS	Two (2)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
DESCRIPTION/USE	Applying the principles in Dressmaking. The task includes the construction of Corporate Dress with short sleeves and Blazer.	
CRITERIA FOR ASSESSMENT	CRITERIA	Percentage
	Creativity	20%
	Process	25%
	Accuracy	25%
	Use of tools, materials and equipment	10%
	Neatness	10%
	Speed	5%
	Ability to Present Process	5%
	Total:	100%

I. Event Rules and Mechanics

- All officially enrolled learners with LRN students are eligible to join the contest.
- The Event Administrator, members of the Technical Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.
- Tools, supplies, materials, equipment and other things needed for the contest will be made ready by the coaches in the event venue so the Event Administrator can check before the conduct of the activity.
- Borrowing of materials, supplies, tools, and equipment during the event is not allowed.
- There shall be one (1) model for each contestant.
- Setting up of all the tools, materials, equipment and other supplies should be made ready before the start of the contest.
- The Event Administrator will let the contestants draw lots to determine their respective area within the contest venue. Each contestant should wear PPE according to the standard requirements.
- All contestants should report to the venue One (1) Hour prior to the contest proper to perform the following preliminaries:
 - checking the functionality of the sewing machine;
 - Completeness of the materials/supplies needed.
 - Final briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event



Administrator.

- j. The Event Administrator shall discuss with the judges the event rules and mechanics.
- k. The Event Administrator will signal to start the contest proper. Once the event has started, the teacher-coaches and other delegates are strictly prohibited within the event area.
- l. Only the Event Administrator, judges, technical committee members, official photographer and contestants are allowed in the venue for further checking and monitoring of the activity.
- m. The Event Administrator, in consultation with the Board of Judges, may allow the contestant to finish his/her task but he/she will not be included to be judged, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.
- n. Each group of contestants will go through a 2-3 minutes' interview and deliberation with the Board of Judges after the four (4) hour time allotment.
- o. During the contest proper, judges are to observe the processes but not to ask questions to the contestants to avoid disruption.
- p. The working area should be cleaned by contestants immediately after every event.

I. Resource Requirements

Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region/Division
A. Materials/Supplies	- Sewing kit	- Sleeve board - Button holler attachments	- Threads - Fabric (Linen & cotton) - Color - (ash gray and black) - Size – (2 meters x 60 inches per color) - Pins - Magic zipper - Calculator - Pattern paper - Pencils - Buttons -Padding Utility expenses
B. Tools/Equipment			- (2) Electric Single-needle lockstitch machines - Chair - Cutting/working table - Hanger rack - Extension cord - Electric outlet
C. Others	- PPE		- Model - Utility expenses

4.4. FOOD PROCESSING (MEAT, FISH, FRUITS & VEGETABLES)

COMPONENT AREA	AGRI – FISHERY ARTS	
YEAR LEVEL	Junior /Senior High School/ ALS/SPED	
EVENT PACKAGE	FOOD PROCESSING (MEAT, FISH, FRUITS & VEGETABLES)	
NO. OF PARTICIPANTS	THREE (3)	
TIME ALLOTMENT	Four (4) hours excluding interview	
DESCRIPTION/USE	Applying the principles in preserving Meat (<i>Chicken Longanisa</i>), Fish (<i>Bangus –Spanish Sardines</i>), Vegetables (<i>Pickling – Sayote, Sitaw, Ampalaya, & Carrots</i>)	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	Use of tools and equipment	10
	Process used in preservation	20
	Sanitation Procedures, Methods & Safety work Habits	10
	Palatability	25
	Product Presentation and Packaging	15
	Speed	10
	Ability to Present the Process	10
	Total:	100 %

I. Event Rules and Mechanics

- All officially enrolled learners /with LRN /students are eligible to join the contest.
- The Event Administrators, members of the technical committee and judges, should be in the venue two (2) hours ahead of the event schedule.
- Event materials, supplies, tools, equipment and other things needed for the venue will be made ready by the Event Administrator two (2) hours before the event schedule.
- Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- All contestants should be at the designated venue one (1) hour before the event starts. Late contestants without valid reasons shall be disqualified.
- The Event Administrator will let the contestants draw lots to determine their respective places and set up their tools, and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
- Briefing of contestants will be done thirty (30) minutes before the scheduled event.
- The Event Administrator will signal for the event to begin. Once the event has started, the coaches, teachers, delegates are no longer allowed to talk to the participants to give them full concentration in their work.
- Only the Event Administrator, technical committee members, judges, official photographer and contestants are allowed in the venue.
- No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.
- Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific



skill exhibition if justified and refer the matter to the attention of the Technical and Evaluation Committee for appropriate action.

- l. The products shall be displayed on the table prepared by the host region for appreciation and tasting by the board of judges. Other table set – up /accessories strictly not allowed.
- m. Each contestant will go through a panel interview and deliberation with the Board of Judges after the four (4) hours' time allotment.
- n. Interview shall be done one at a time using uniform questions.
- o. Meat Chicken – present 1 pack @ 250 g & remaining output will be cooked for judging.
- p. Sardines and Pickles – 1 bottle for tasting and 1 bottle for display.
- q. The working area should be cleaned immediately after every event.

II. Resource Requirements

Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region
A. Materials /Supplies	- Cooking utensils	- 12 oz. Jar, with wide opening (4 bottles) - rubberized cap/lid polyethylene	- 2 pcs bangus (approx. 2 pcs per half kg.) per contestant (1 for presentation, 1 for tasting) - 1 kg whole dressed chicken Ingredients (vegetable, fruits & others)
B. Tools/Equipment		- Working Tables - Cooking Area - Stove - Water outlets	- Knife - Chopping Board - Pressure Cooker - Gas stove - LPG
C. Others	- PPE		- Utility expenses

- Note:** a. All outputs shall be endorsed to the Secretariat by the Event Administrator
b. All endorsed outputs shall be displayed until the duration of the event

4.5. LANDSCAPE INSTALLATION

COMPONENT AREA	AGRI – FISHERY ARTS	
GRADE LEVEL	Junior & Senior High School / ALS/SPED	
EVENT PACKAGE	LANDSCAPE INSTALLATION	
NO. OF PARTICIPANTS	TWO (2)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
DESCRIPTION/USE	Application of the most appropriate landscaping techniques	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	Originality of sketch plan	10%
	Combination and design of plants and materials.(Principles in Landscaping)	20%

	Use of tools and equipment	10%
	Methods & Safety work habits	10%
	Visual Impact	20%
	Followed sketch plan	10%
	Speed	10%
	Ability to Perform Process	10%
	Total:	100 %

I. Event Rules and Mechanics

- a. All officially enrolled learners /with LRN /students are eligible to join the contest.
- b. The Event Administrators, technical committee members and judges, should be in the venue sixty (60) minutes ahead of the event schedule.
- c. Event materials, supplies, tools, equipment and other things needed for the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- d. Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- e. All contestants should be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reasons shall be disqualified.
- f. The Event Administrators will let the contestants draw lots to determine their respective places and set up their tools and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
- g. Briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- h. The Event Administrator will signal for the event to begin. Once the event has started, the coaches, teachers, delegates are no longer allowed to talk to the participants to give them full concentration in their work.
- i. Only the Event Administrator, technical committee members, judges, official photographer and participants are allowed in the venue.
- j. Contestants may seek clarification with the event administrator and Facilitators at any given time.
- k. Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skill exhibition if justified and refer the matter to the attention of the Technical and Evaluation Committee for appropriate action.
- l. Borrowing of materials, tools, supplies during the event is not allowed.
- m. Uniform materials shall be provided by the Host Region. Contestants who will use accessories other than provided to them shall be disqualified.
- n. The contestants will be provided 1.5 x 2.5-meter area for landscaping.
- o. The finished landscape shall be ready for photography, sketching after all the members of the board of judges shall have finished their individual judging.
- p. A blue print or a sketch or plan must be submitted by the contestants (Long Size Bond Paper).
- q. The landscape shall remain untouched until the closing ceremony.
- r. Each contestant will go through a panel interview and deliberation with the Board of Judges after the four (4) hours' time allotment.
- s. Interview shall be done one at a time using uniform questions.
- t. The working area should be cleaned immediately after every event.

II. Resource Requirements			
Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region
A. Materials / Supplies		- Working Area - Water Source	- Materials for the event (Assorted plants minimum of 5 kinds) - Boulders, bricks, pebbles - Soil, 2 m ³ per contestant, additional soil be made available for everybody
B. Tools / Equipment	- Trowel - Shovel - Sprinklers - Pliers	- Working Table for preparing sketch	
C. Others	PPE		- Utility expenses

Note: a. All outputs shall be endorsed to the Secretariat by the Event Administrator
b. All endorsed outputs shall be displayed until the duration of the event

4.6. DISH GARDENING

COMPONENT AREA	AGRI – FISHERY ARTS	
GRADE LEVEL	GRADE 5 & 6	
EVENT PACKAGE	DISH GARDENING	
NO. OF PARTICIPANTS	TWO (2)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
DESCRIPTION/USE	Application of the most appropriate dish gardening techniques.	
CRITERIA FOR ASSESSMENT	Criteria	Percentage
	Originality of sketch plan	10%
	Combination and design of plants and materials.(Principles in Landscaping)	20%
	Use of tools and equipment	10%
	Methods & Safety work habits	10%
	Visual Impact	20%
	Followed sketch plan	10%
	Speed	10%
	Ability to Perform the Process	10%
	Total:	100
I. Event Rules and Mechanics		
a. All officially enrolled learners /with LRN /students are eligible to join the contest.		



- b. The Event Administrators, technical committee members and judges, should be in the venue sixty (60) minutes ahead of the event schedule.
- c. Event materials, supplies, tools, equipment and other things needed for the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- d. Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- e. All contestants should be at the designated venue thirty (30) minutes before the event starts. Late participants without valid reasons shall be disqualified.
- f. The Event Administrator will let the contestants draw lots to determine their respective places and set up their tools and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
- g. Briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- h. The Event Administrator will signal for the event to begin. Once the event has started, the coaches, teachers, delegates are no longer allowed to talk to the participants to give them full concentration in their work.
- i. Only the Event Administrator, technical committee members, judges, official photographer and contestants are allowed in the venue.
- j. Contestants may seek clarification with the event administrator and Facilitators at any given time.
- k. Should there be any irregularities found during the event, the Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skill exhibition if justified and refer the matter to the attention of the Technical and Evaluation Committee for appropriate action.
- l. Borrowing of materials, tools, supplies during the event is not allowed.
- m. Uniform materials shall be provided by the Host Region. Contestants who will use accessories other than given to them shall be disqualified.
- n. The finished dish garden shall be ready for photography, sketching after all the members of the board of judges shall have finished their individual judging.
- o. A blue print or a sketch or plan must be submitted by the contestants (Long Size Bond Paper).
- p. The dish garden shall remain untouched until the closing ceremony.
- q. Each contestant will go through a panel interview and deliberation with the Board of Judges after the four (4) hours' time allotment.
- r. Interview shall be done one at a time using uniform questions.
- s. The working area should be cleaned immediately after every event.

I. Resource Requirements

Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region
A. Materials / Supplies		- Water Source	- Plants (Assorted minimum of 5 kinds) - Decorative object - Horticultural charcoal - Potting soil - Moss or sand

			- Wide, low-sided container (without a drainage hole)
B. Tools / Equipment	- Trowel - Shovel - Sprinklers - Pliers	- Working Table	
C. Others	PPE		- Utility expenses

Note: a. All outputs shall be endorsed to the Secretariat by the Event Administrator

b. All endorsed outputs shall be displayed until the duration of the event

4.7. FRUIT AND VEGETABLE CARVING

Component Area	HOME ECONOMICS	
Grade Level	Elementary (Grades 4-6)	
Event Package	Fruit and Vegetable Carving	
No. of Contestants	Two (2)	
Time Allotment	Four (4) hours (excluding Interview)	
Description	Applying the principles of fruits and vegetables carving. The task includes preparation, carving, designing and presentation of fruits and vegetables such as: water melon, apple, pineapple, carrots, and cucumber.	
Criteria for Assessment	Criteria	Percentage
	Creativity	25%
	Proper Use of Tools	15%
	Process	25%
	Speed	15%
	Safety/Sanitation and Hygiene	10%
	Ability to Present the Process	10%
	Total	100%

I. Event Rules and Mechanics

- All officially enrolled learners with LRN are eligible to join the contest.
- The Event Administrators, members of the Technical Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.
- Event materials, supplies, tools, equipment, and other things needed in the venue will be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- All contestants should be at the designated venue thirty (30) minutes before the events starts. Late contestants without valid reasons shall be disqualified.
- The Event Administrator will let the contestants draw lots to determine their respective places and set up their food and materials on their assigned places. Setting up of their extension cords, equipment, and tools should be done during this time.
- Each contestant should wear appropriate PPE according to the standard requirements.
- Final briefing of contestants will be done fifteen (15) minutes before the scheduled event.
- The Event Administrator will signal to start the contest proper. Once the event has



started, the teacher-coaches and other delegates are strictly prohibited within the event area.

- j. No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.
- k. Borrowing of materials, supplies, tools, and equipment during the event is not allowed.
- l. The Event Administrator, in the consultation with the Board of Judges, may allow the contestant to finish his/her task but he/she will not be included to be judged, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.
- m. Each group of contestants will go through a 2-3 minutes' interview and deliberation with the Board of Judges after the four (4) hours' time allotment.
- n. During the contest proper, judges are to observe the process but not to ask questions to the contestants to avoid disruption.
- o. The working area should be cleaned by contestants immediately after every event.

II. Resource Requirements

Event Supplies, Tools, and Equipment	Contestants	Host School/ Venue	Host Region/ Division
A. Materials/ Supplies			- Apple, Watermelon, Pineapple, Carrots, Cucumber
B. Tools/ Equipment			- Carving knives - Chopping board - Display tray
C. Others	- PPE	- Working table - Water outlet/ supply	- Utility expenses

4.8. BEAUTY CARE

COMPONENT AREA	HOME ECONOMICS	
GRADE LEVEL	Junior and Senior High School/ALS/SPED	
EVENT PACKAGE	BEAUTY CARE	
NO. OF PARTICIPANTS	ONE (1)	
TIME ALLOTMENT	Three (3) hours (excluding interview)	
DESCRIPTION/USE	Applying the most appropriate hairstyle with day make-up application	
CRITERIA FOR ASSESSMENT	CRITERIA	Percentage
	Over All look(Appearance before and after)	20%
	Skills and Techniques (Process /Workmanship)	35%
	Proper used of Tools, Materials and Equipment	15%
	Safety and Neatness	15%
	Speed	10%



	Ability to Present the Process	5%
	Total:	100%

II. Event Rules and Mechanics

a. All officially enrolled learners with LRN are eligible to join the contest.

b. The event administrator and his/ her secretary, members of the Technical and Evaluation Committee and Board of judges, should be in the venue sixty (60) minutes ahead of the event schedule.

c. Tools, supplies, materials, equipment and other things needed for the contest will be made ready by the coaches in the event venue so Event Administrator can check before the conduct of the activity.

d. Barrowing of material, supplies, tools and equipment during the event is not allowed.

e. All contestant should be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reason shall be disqualified.

f. The contestant will draw lots to determine their area within the contest venue. Setting up of all tools, materials, equipment and other supplies should be made ready before the start of the contest.

g. Each student should wear PPE according to the standard requirements.

h. Final briefing of contestants will be done fifteen (15) minutes before the scheduled event. All questions and clarifications pertaining to the contest officially started.

i. The Event secretary will give signal to start the contest proper. Once the event has been started, the teacher –coaches and other delegates are strictly prohibited within the event area.

j. Only the Event Administrator, Secretary, judges’ technical committee members, official photographer and contestant are allowed in the venue for further checking and monitoring of the activity.

k. The Event Secretary will give the signal for the event to begin. Once the event has been started, the coaches, teachers and other delegates are no longer allowed to talk to the contestant to give the full concentration in their task.

l. Only the Event Administrator, Secretary, judges, technical committee member’s official photographer and contestants are allowed in the venue.

m. All contestants may seek clarifications at any given time.

n. No questions shall be entertained during the contest proper except clarifications and points of order. All clarifications and points of order will be directed to the Event Administrator.

o. The Event Administrator in consultation with the Brand of Judges, may allow the contestant to finish his/her task but he/ she will not be included to be judged, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.

p. The working area should be cleaned immediately after every event.

q. Each participant will go through a panel interview deliberation with the Board of Judges after the three (3) hour time allotment.

II. Resource Requirements			
Event Supplies, Tools and Equipment	Contestants	Host School/Venue	Host Region/Division
D. Materials/Supplies			Foundation Make-up tools Make-up products Cleansing products Hair accessories Bath and towels,

			Headband, smock gown Clips
E. Tools/Equipment	Hair blower Hair iron/curler Vanity Mirror only(optional)	Closet with Mirror Chair, Stool	
F. Others	PPE	Water Supply	Utility expenses

Note:

- Required dress code for the model: Plain white round neck shirt and maong pants
- Host Region will provide the model and shirt for the model.
- Makeup supplies and materials can be combination of local and imported products.
- No hair extension, hair accessories and false eyelashes.

4.9. Technical Drafting – Prepare computer-aided design of a house

COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY	
GRADE LEVEL	Junior /Senior High School/ALS	
EVENT PACKAGE	Technical Drafting – Prepare computer-aided design of a house -Floor Plan -Elevations -Perspective	
NO.OF PARTICIPANTS	One (1)	
TIME ALLOTMENT	Four (4) hours (excluding interview)	
DESCRIPTION/USE	Performing mensuration and calculations, interpret technical drawing and plans, prepare computer aided-drawings with structural layout and details.	
Criteria For Assessment	Criteria	Percentage
	Aesthetic/Architectural/Originality and creativity of design/ideas	35%
	Accuracy	35%
	Safety work habits and housekeeping	10%
	Speed	10%
	Ability to Present the Process	10%
	Total	100%

I. Event Rules and Mechanics

- Only the officially enrolled learner /with LRN /student is eligible to join the contest.
- The Event Administrator, members of the Technical Committee and Board of judges, shall be in the venue sixty (60) minutes ahead of the event schedule.
- The Technical and Evaluation Committee shall inspect the resource requirements for the contest.
- Event materials, supplies, tools, equipment and other things needed in the venue shall be made ready by the Event Administrator sixty (60) minutes before the event schedule.

- e. Contestants are advised to bring their own food as they are not allowed to go out the contest venue during break time.
- f. All contestants shall be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reasons shall be disqualified after careful evaluation and scrutiny by the Technical Evaluation Committee.
- g. The Event Administrator will let the contestants draw lots to determine their respective places and setting up of their extension cords, equipment, and tools which shall be done during this time.
- h. Borrowing of materials, supplies, tools and equipment is strictly prohibited.
 - a. Briefing of contestants shall be done fifteen (15) minutes before the scheduled event.
- i. The Event Administrator will signal for the event to start. Once the event has started, the coaches, teachers, and other delegates shall no longer be allowed to talk to the participants in order to give them full concentration in their task.
- j. Only the Event Administrator, Technical Committee members, Judges, Official Photographer and contestants are allowed to be in the venue for the whole duration of the contest.
- k. Questions/protests shall not be entertained during the contest proper except for clarifications and points of order, and shall be raised directly to the Event Administrator.
- l. The Event Administrator, in consultation with the Board of Judges, may suspend the conduct of the specific skills exhibition, if there are any irregularities found during the event and the matter shall be addressed to the Technical Evaluation Committee, for appropriate action.
- m. Contestant/s shall go through a five (5)-minute panel interview and deliberation by the Board of Judges after the four (4) hour time allotment.
- n. The working area should be cleaned immediately after every event.

I. Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			
B. Tools / Equipment	PPE	Desktop computer, (minimum) quad core	
C. Others		AutoCAD 2014 Version 19.1	Printing cost

Notes:

- a. All outputs (soft copies) shall be collected by the Event Secretary and shall be endorsed to the Organizers for printing. File copies shall also be furnished to the Documentation Committee.
- b. All printed outputs shall be displayed in a designated area in the entire duration of the event.

4.10 INVITATION CARD MAKING USING MS PUBLISHER

COMPONENT AREA	INFORMATION AND COMMUNICATION TECHNOLOGY
GRADE LEVEL	Elementary (Grades 4-6)
EVENT PACKAGE	Invitation Card Making using MS Publisher

NO. OF PARTICIPANTS	One (1)	
TIME ALLOTMENT	Three (3) hours (excluding interview)	
DESCRIPTION/USE	Performing layout and invitation card design using Desktop Publishing Tool (MS Publisher)	
Criteria for Assessment	Criteria	Percentage
	Creativity	40%
	Relevance to the Theme	25%
	Layout and Measurement	15%
	Wise use of time/speed	10%
	Ability to Present the Process	10%
	Total	100%

II. Event Rules and Mechanics

- o. All officially enrolled learners with LRN student is eligible to join the contest.
- p. The Event Administrator, members of the Technical Committee and Board of judges, shall be in the venue sixty (60) minutes ahead of the event schedule.
- q. The Technical Committee shall inspect the resource requirements for the contest.
- r. Event materials, supplies, tools, equipment and other things needed in the venue shall be made ready by the Event Administrator sixty (60) minutes before the event schedule.
- s. All contestants shall be at the designated venue thirty (30) minutes before the event starts. Late contestants without valid reasons shall be disqualified after careful evaluation and scrutiny by the Technical Evaluation Committee.
- t. The Event Administrator will let the contestants draw lots to determine their respective places and setting up of their extension cords, equipment, and tools which shall be done during this time.
- u. Borrowing of materials, supplies, tools and equipment is strictly prohibited.
- v. Briefing of contestants shall be done fifteen (15) minutes before the scheduled event.
- w. The Event Administrator will signal for the event to start. Once the event has started, the coaches, teachers, and other delegates shall no longer be allowed to talk to the participants in order to give them full concentration in their task.
- x. Only the Event Administrator, Technical Committee members, Judges, Official Photographer and contestants are allowed to be in the venue for the whole duration of the contest.
- y. Questions/queries from the contestants shall not be entertained during the contest proper.
- z. The Event Administrator, in consultation with the Board of Judges, may allow the contestant to finish his/ her task but he/she will not be included to be judged, if there are any regularities found during the event and the matter shall be address to the technical evaluation Committee, for appropriate action.
- aa. Contestant/s shall go through a panel interview and deliberation by the Board of Judges after the three (3) hour time allotment.
- bb. Contestants are advised to bring their own food as they are not allowed to go out to contest venue during break time
- cc. The working area should be cleaned by contestants immediately after every event.

II. Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region/ Division
-------------------------------------	--------------	-------------------	-----------------------

A. Materials / Supplies			
B. Tools / Equipment		Desktop computer, Printer (ratio 1:1)	
C. Others		MS Office 2016	Printing cost

Notes:

- a. All outputs (soft copies) shall be collected by the Event Secretary and shall be endorsed to the Organizers.

4.11 Bazaar (Products, Services, and Booth)

COMPONENT AREA	Entrepreneurship	
GRADE LEVEL	Elementary/Junior /Senior High School/ALS/ALIVE Learners/SPED	
EVENT PACKAGE	Bazaar (Products, Services, and Booth)	
NO. OF PARTICIPANTS	<p>The Winning Region must be composed of (1) Elementary, (1) Junior, (1) Senior High School, (1) ALS, (1) ALIVE Learners and (1) SPED</p> <p>Two (2) winning coaches: (1) Product and (1) Services</p>	
TIME ALLOTMENT	1 day set-up (day 0) , 2 days on display	
DESCRIPTION	Applying the principles of entrepreneurship and showcasing the products and services of schools/learning centers of the region.	
Criteria For Assessment	Criteria	Percentage
	Creativity/Originality <ul style="list-style-type: none"> • originality of design, ideas, graphics, presentation, harmony and balance • use of indigenous /innovative products ✓ PRODUCT DISPLAY (20%) ✓ SERVICES (20%) ✓ BOOTH (10%)	50%
	Cohesive Presentation <ul style="list-style-type: none"> • Adherence to the guidelines of 3-5 services (5%) • Adherence to the guidelines of 10-15 products (5%) • Products are presented/ organized according to category(5%) 	15%
	Marketing Strategies for Products and Services <ul style="list-style-type: none"> • Employs varied market strategies to attract customers/ buyers 	15%
	Cleanliness and Orderliness	10%

	Fluency of Communication Skills	5%
	• Ability to Present Process	5%
	Total	100%

I. Event Rules and Mechanics

- a. Participating regions shall be given one (1) day on Day 0 to set-up their respective booths
 - b. Only the student-participants and coach are allowed inside the booth during the judging.
 - c. Judging for:
 - products and booth will be on day 1
 - services will be on day 2
 - d. Types of products to be displayed shall be a minimum of 10 and maximum of 15 to be presented to the judges with proper label complying with DTI with Republic Act 3720 Labeling Law, 3 from Elementary, 2 from ALS, 2 from SPED, 6 from High School.
 - e. Products to be displayed inside the booth are only those produced by the schools within the region.
 - f. The Event Administrator will let the Regional Focal Persons draw lots to determine their respective booth during the solidarity meeting.
 - g. Each student participant should wear appropriate attire.
 - h. The booth area should be cleaned immediately after the event.
 - i. Each student will go through an interview and deliberation of Judges.
- ❖ Special Awards will be given to for the BEST PRODUCTS, BEST SERVICES, BEST BOOTH
- (3) Best product special award (3) Best services (3) Best booth**

II. Resource Requirements

Event Supplies, Tools and Equipment	Participants	Host School/Venue	Host Region
A. Materials / Supplies			- Canopy (same size for all regions) Canopy Size- (8'x8')
B. Tools / Equipment	- Extension cords - Products for display - Lighting fixtures - Tools, equipment and materials appropriate to the services to be delivered		- Electrical and water outlet - 4 Tables - 6 Chairs
C. Bazaar Area per Region			- 8' X 8' for product - 8' X 8' for services
D. Others	- PPE		-Utility expenses



Enclosure No. 3 to Division Memorandum No. _____, s. 2019

2019 Division Technolympics Confirmation Sheet

SCHOOL : _____
 CONFIRMATION DATE : _____

Sir/Madam:

This is to confirm the attendance of _____ delegates from _____
 (total number of participants) (school)
 for the **2019 Division Technolympics** to be held on ----- at Tayabas City Stand Alone High School,
 Brgy. Pitol, Tayabas City.

2019 DIVISION TECHNOLYMPICS

AREAS FOR SKILLS EXHIBITION	NAME OF PARTICIPANT	COACH / TRAINER
1. IA- Electrical Installation and Maintenance	1.	1.
2. HE- Bread and Pastry Production	1. 2.	1.
3. HE – Dressmaking	1	1
4. AFA- Food Processing NC II Food (Fish) Processing Food (Chicken) Processing Food (Vegetable) Processing	1. 2. 3.	1.
5. AFA - Landscape Installation	1. 2.	1.
6. AFA - Dish Gardening (Elem. Level)	1. 2.	1.
7. AFA – Beauty Care	1	1
8. AFA – Fruits and Vegetable Carving (Elem. Level)	1	1
6. ICT- Invitation Card Making Contest (Elem. Level)	1.	1.
7. ICT - Technical Drafting(CAD)	1.	1.
8. Bazaar (Products, Services, and Booth)	1. 2. 3. 4. 5.	1. 2.
TOTAL NO. OF PARTICIPANTS		

Very truly yours,

Principal / School Head
 Signature over Printed Name

Enclosure No. 4 to Division Memorandum No. _____, s. 2019

2019 Division Technolympics

EVENT ADMINISTRATORS PER EVENT FOR SKILLS EXHIBITION

Areas for Skills Exhibition	Event Administrator/ Facilitator	Judges
1. IA- Electrical Installation and Maintenance		
2. HE- Bread and Pastry Production		
3. AFA- Food Processing NC II Food (Fish) Processing Food (Chicken) Processing Food (Vegetable) Processing		
4. AFA - Landscape Installation		
5. AFA - Dish Gardening (Elem. Level)		
6. ICT- Computer Systems Servicing		
7. ICT - Technical Drafting(CAD)		
8. Bazaar (Products, Services, and Booth)		



Enclosure No. 6 to Division Memorandum No. _____, s. 2019

WORKING COMMITTEES

Steering:

Dr. Catherine P. Talavera, CESO VI

Maylani L. Galicia, ASDS

Imelda Raymundo, Chief ES (CID)

Dr. Edwin R. Rodriguez, Chief (SGOD)

Louie L. Fulleo, EPS (EPP/TLE/TVL)

Division Technopreneur Educators Organization (DTEO)

Committee	Person/s-in-Charge	School
Activity Design Program Preparation	Louie L. Fulleo Geraldine M. Constantino	SDO Luis Palad Integrated High School
Secretariat/ Registration	Fely Ocumin Jaymie Jane Y. Nañez Elsa Isaga	SDO Luis Palad Integrated High School
Program and Invitation Distribution	Cherry Hugo Lizette G. Zaide	Luis Palad Integrated High School Dapdap Integrated School
Awards, Certificates	Wilma G. Zaide Maria Cecilia Pagana Abigail P. Vito	Luis Palad Integrated High School
Accomplishment Report	Geraldine M. Constantino Jaymie Jane Y. Nañez	Luis Palad Integrated High School
Documentation	Michael Safred Ronan Thaddeus Delos Santos Wendell R. Javin Contest / Event Coordinators	Rosario Quesada Memorial National High School Luis Palad Integrated High School
Tarpaulin	Ronan Thaddeus Delos Santos	Rosario Quesada Memorial National High School
Snacks	Ferdinand T. Glor	Tayabas City Stand Alone
Physical Arrangement Sound System	Selected Tayabas City Stand Alone Senior High School Teachers	Senior High School Teachers
Master of Ceremony Contest Administration	Josefina Oblea Contest / Event Administrators	Luis Palad Integrated High School
Score Sheet, Tally Sheet, Summary Sheet	Evelyn Palambiano Jinna L. Blanca	West Palale National High School
Fun Run Activity	Mary Grace M. Cabili Virgilio Jao Jr. Selected Tayabas City Stand Alone Senior High School Teachers	Tayabas City Stand Alone Senior High School Teachers
Medical and First Aid Support	Dr. Connie Sia SDO Medical team	SDO

We, the personnel of the City Schools Division of the City of Tayabas commit to continuously SOAR HIGH.

S-atisfy customers' needs

O-ptimize the use of ICT enabled system

A-dvocate the promotion of healthy schools

R-ender timely and responsive services

H-elp create a child-friendly environment

I-ntegrate QMS in all SDO activities

G-overn a gender sensitive and safe workplace

H-ail quality standards



tayabas.city@deped.gov.ph



tayabas.depedr4a.ga



(042) 710-0329 or (042) 797-0773



Enclosure No. 5 to Division Memorandum No. _____, s. 2019

MATRIX OF ACTIVITIES

Time	Activity	Venue
7:30 – 8:30	Registration/Opening Program Meeting of Event Administrators, Coordinators & Coaches	Tayabas City Stand Alone Senior High School
9:00 – 2:00	<i>Simultaneous Contest Proper</i>	Tayabas City Stand Alone Senior High School
	<ul style="list-style-type: none"> - Bread and Pastry Production - Food Processing - Beauty Care - EIM - Dressmaking - Technical Drafting 	
	<ul style="list-style-type: none"> - Dish Garden (elementary level) - Landscape Installation - Invitation Card Making - Poster Making 	
2:00-2:30	Consolidation of Results	Tayabas City Stand Alone Senior High School
3:00 -5:00	Closing and Awarding Program	Tayabas City Stand Alone Senior High School
	HOMEWARD BOUND	

