

January 25, 2016

**DIVISION MEMORANDUM**

No. 21-c-2016

**DIVISION TECHNOLYMPICS EVALAUATION AND PRE-PLANNING CONFERENCE**

To: Education Program Supervisor  
Public Schools District Supervisors  
School Heads Elementary/ Secondary  
Elementary School Heads District EPP Coordinator  
Private School Heads  
BSU, Secondary Laboratory High School Principal

1. There will be a one-day Division Technolympics Evaluation and Conference on the conduct of the 2016 Technolympics to be held at the Division Office Conference Hall, Wangal, La Trinidad, Benguet on Thursday, January 28, 2016 from 9:00 A.M to 5:00 P.M.

2. The date of the conference was supposed to be held on Friday, January 29, 2016 but the scheduled release of the cash advances from the provincial government for the purchase of materials, payroll for the food allowance and incidental expenses is on the 28.

3. The conference aims to:

- a. Evaluate the conduct of the Division level STEP-Technolympics conducted on November 4-6, 2015.
- b. Identify and resolve issues and concerns pertinent to the Technolympics competition.
- c. Update all the coaches and coordinators on the results of the meeting by eight CAR Divisions – Education Program Supervisors at Governor Bado Dangwa Agro-Industrial School (GBDAIS) on January 22, 2016.
- d. Discuss the details of the skills per area, guidelines, generic criteria for judging.
- e. Enhance the training of the participants before going to regional level competition.
- f. Check and accomplish the needed requirements of the student participants and coaches to be submitted to the assigned coordinator per area skill.
- g. Other matters

4. All coaches are required to submit the following documents at the office:


- a. For Contestants
  - Certification by the school heads that the participants is a bonafide students enrolled in public/private elementary, general secondary or technical-vocational schools during the school year 2015-2016;
  - Photocopied school I.D;
  - Form 137 with 2x2 picture attached; and
  - Likewise, the school head shall certify that the students are enrolled in the field of specialization/elective where they are competing and participating.
- b. For Coaches
  - Certification from the principal that the teacher is a bonafide staff of the school being represented;
  - Certification from the principal of the teacher's designation as the adviser/coach of the student participant;
  - Service record; and
  - Photocopied school I.D.
- c. The requirements shall be placed in a short brown envelope. On the upper right hand part of the envelope (the side without the flap) the name of the school, district, university shall be indicated.

5. Participants to this activity are the following: (See attached list of participants)

SDS	1
ASDS	1
Chief CID	1
EPS	1
Elementary Coaches	11
Secondary Coaches	22
Coordinators	<u>9</u>
Total	46

6. Travel and other incidental expenses of the participants will be charged to local funds subject to the usual accounting and audition rules and regulations. One snack and one lunch shall be shouldered by the DepEd Benguet Office.

7. Immediate dissemination of this memorandum is desired.

  
**FEDERICO P. MARTIN, Ed. D., CESO VI**  
Officer-In-Charge  
Office of the Schools Division Superintendent