DIVISION MEMORANDUM
No. 536, s. 2019

July 15, 2019

PARTICIPATION TO CAREER CARAVAN 2019

To: Sollie B. Oliver, JD, MATE – SGOD Chief
Ida I. Juezan, EdD – Public District Supervisor
Datu Roger A. Manapol – School Head of DiCNHS

ATTN: Chona A. Lasib, RGC – Guidance Coordinator II

1. In relation to the letter from Mr. Rolly M. Impas, PESO Manager of Provincial Public Employment Service Office (PESO), requesting student-participants together with their parents to participate during the conduct of the Provincial Career Caravan on July 22, 2019 to be held in the Municipality of Sulop, Davao del Sur, this Office requests ten (10) Grade 10 students of Digos City National High School with their parents to attend the said activity.

2. Further, selected students are encouraged to join the parade with their career attire and participate to the following contests:
   - Booth Display per Industry
   - Essay Contest
   - Dance Contest
   - Tarpaulin Lay-out

3. See attached letter from the Provincial PESO Manager for further details and mechanics and criteria for the above-mentioned contests.

4. For your information and compliance.

WINNIE E. BATOON, EdD
Officer-In-Charge
Office of the Schools Division Superintendent

Encls: As stated
References: As stated
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE, YFP, CGP, CARAVAN
j.posadas: Participation to Career Caravan 2019
15 July 2019
WINNIE E. BATOON, CESE  
Schools Division Superintendent  
Department of Education  
Digos City

PUBLIC EMPLOYMENT SERVICE OFFICE

July 10, 2019

ATTENTION:  MS. JULIE ANNE N. POSADAS  
Youth Formation Coordinator

Dear Dr. Batoon:

This pertains to the scheduled Provincial Career Caravan on July 22, 2019 to be held in the Municipality of Sulop, Davao del Sur.

The Association of PESO Managers (APEAMA) in Davao del Sur committed to support the Career Caravan. Thus, may we respectfully request that the selected students and parents from the following municipality to attend and participate the above-mentioned activity.

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Number of Students</th>
<th>Number of Parents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sta. Cruz</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Matanao</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Bansalan</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Kiblawan</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Malalag</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Padada</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Digos City</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Magsaysay (representing 6 High Schools)</td>
<td>30</td>
<td>30</td>
</tr>
</tbody>
</table>

Selected students from every municipality are also encouraged to join the parade with their career attire and participate the following contests. Mechanics and criteria are attached herewith.

- Booth Display per Industry
- Essay Contest
- Dance Contest
- Tarpaulin Lay-out

We hope that this request will be given favorable action. Thank you very much.

ROLLY M. IMPAS  
Provincial PESO Manager
2019 CAREER CARAVAN
Theme: “PH. 4.0: Preparing for a Digital-Ready Workforce”
Tag-Line: ‘Follow the Guide, Tag a Career, Like the Future’

Industry Booth Competition - Criteria for Judging
Municipal of Sulop, Davao del Sur

A. **Design Concept of the Booth – 25%**
   - The booth shows workmanship, originality, creativity and functionality
   - Use of appropriate materials in relation to the assigned Industry

B. **Presentation and Visual Impact – 25%**
   - Well-informed and concise explanation of the assigned industry being applied in the booth itself
   - Liveliness, presentation and appeal to draw the viewer’s attention

C. **Relevance to Career Guidance Advocacy Program – 30%**
   - Relevance of the appearances and experiences being showed in the booth
   - The booth was able to raise the awareness of the attendees in the importance of a well-informed career choice in the goal of lessening the job mismatch

D. **Booth Staff Interaction with attendees – 20%**
   - The booth staff was able to accommodate each attendee with career tips and information regarding the industry assigned to them
2019 CAREER CARAVAN
Theme: "PH. 4.0: Preparing for a Digital-Ready Workforce"
Tag-Line: 'Follow the Guide, Tag a Career, Like the Future'

Essay Writing Contest - Criteria for Judging
Municipality of Sulop, Davao del Sur

MECHANICS:

1. The Essay should be written in English with 600-800 words.
2. The Essay must be related to the theme “PH. 4.0: Preparing for a Digital-Ready Workforce”.
3. This is a free form essay thus everyone is encouraged to be CREATIVE and WITTY.
4. Every municipality should be represented by one contestant.

CRITERIA FOR JUDGING:

A. Relevance to the theme – 30%
B. Correct grammatical structure and creativity- 35%
C. Originality- 25%
D. Punctuality- 10%
MECHANICS:

1. Only one (1) group may join from every municipality or city.
2. The group may be composed of all males, females or a combination of both.
3. Each group must have at least eight (8) members and a maximum of fifteen (15) members.
4. The choreography must be relevant to the theme.
5. Participating groups must avoid wearing body-hugging or revealing clothes.
6. Costume is in accordance with their concept.
7. Each group will be given a maximum of 5 minutes for their performance and 1 point will be deducted from the total score of each judge for every 30 seconds exceeding the maximum time allotted for the performance.

CRITERIA FOR JUDGING:

A. Performance – 40%
   • Execution, timing and coordination, projection and expression

B. Choreography – 30%
   • Creativity, artistry, style and originality

C. Theme & Music – 20%
   • Relevance to the theme and choice of music

D. Costume & Audience Impact – 10%
Tarpaulin Layout Making Contest - Criteria for Judging
Municipality of Sulop, Davao del Sur

Mechanics & Guidelines:
1. The contest is open to ALL public and private high schools in Davao del Sur.
2. Each participating school must SUBMIT ONLY ONE entry.
3. Specifications:
   a. Size of tarpaulin is strictly 3 ft. x 5 ft. (WxH). High resolution.
   b. The tarpaulin should have the DOLE, DepEd and CGAP logo.
   c. The tarpaulin should highlight the theme of the career caravan.
4. Entries will be posted on July 22, 2019 at the Career Caravan venue.
5. The tarpaulin will be judged on the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevance to the theme</td>
<td>35</td>
</tr>
<tr>
<td>Originality &amp; Creativity of design</td>
<td>25</td>
</tr>
<tr>
<td>Harmony &amp; Balance</td>
<td></td>
</tr>
<tr>
<td>Layout</td>
<td></td>
</tr>
<tr>
<td>Visual appeal</td>
<td>20</td>
</tr>
<tr>
<td>Flow of thoughts/Concept</td>
<td></td>
</tr>
<tr>
<td>Quality of Graphics</td>
<td>10</td>
</tr>
<tr>
<td>Promotional impact on career</td>
<td>10</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

6. Judges decision is final and irrevocable.

Copyright and Patents
1. The organizers have the right to use all the design for the publication of any of its information materials like tarpaulin, photos and videos.
2. Entries should not violate any intellectual property which includes patents, trademarks and copyright.
3. The winners and participants must be open for any intellectual property considerations to the organizers for the promotion of the different careers.