



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



September 10, 2019

DIVISION MEMORANDUM
No. 740, s. 2019

CONDUCT OF 2019 DIVISION FESTIVAL OF TALENTS

To: CID and SGOD Chiefs
Education Program Supervisor
Public Schools District Supervisors
Elementary and Secondary School Heads

1. In relevance to the conduct of the Division Festival of Talents, this office directs all concerned to be guided of the following:
 - a. Date of Conduct: September 23-25, 2019
 - b. Opening Program: September 23, 2019, 8:00 AM at Ramon Magsaysay Central ES
 - Participants must STRICTLY be at RMCES before 8:00 A.M.
 - All participants for September 23 activities must join the Opening Program at RMCES.
 - EPS/PSDS participation is a must.
 - c. Schedule and Venue Per Learning Area/Focus Activity

Date	Learning Area/ Focus Activity	Contest Venue
September 23, 2019	Kindergarten's "A Day with the Kid"	Digos City Central ES
	English	R. Magsaysay CES • Main Gym and 4 Rooms
	MTB	Don Mariano Marcos ES • Gym
	Science (Sci-tech Expo)	Ramon Magsaysay CES • 20 Rooms • Library
	TVL/Technolympic	Ruparan National HS • Rooms and Covered Court
	Madrasah	R. Magsaysay CES • SPED Gym and 4 Rooms
September 24, 2019	Filipino	R. Magsaysay CES • Main Gym • 1 Room
	Values Education	Don Mariano Marcos ES • Gym
	Math	R. Magsaysay CES • 25 Rooms
	AralPan	Matti National HS • Rooms • Gym
	Science (Division Science & Technology Fair)	Ramon Magsaysay CES • 20 Rooms • Library
	Continuation: TVL/Technolympic;	Digos City National HS Rooms and Covered Court

Continuation:		
Date	Learning Area/ Focus Activity	Contest Venue
September 25, 2019	SPED Fun Day	R. Magsaysay CES Don Mariano Marcos ES

d. Division Level Committees:

COMMITTEE	CHAIRMAN	MEMBER	TASKS
Program Preparation/ Facilitation	Tito Endrina	Joy fortun Mylene Robiños Juvy Comaingking	- Prepare Program for the Opening Ceremony - Take charge of the Opening Program
Hall/Room Preparation & Stage Decoration	Patriotiso Penas	Opening Program at RMCES: District Focal Persons	- Coordinate with the School Venue - Manage/Facilitate the preparation of the stage/gym ensuring its appropriateness, festivity and presentability
		Rooms/Other areas: RMCES: Delos Reyes, Jasmin, Endrina, Niones, Oliva Ruparan NHS: Bongcayao, Laborada Matti NHS: Imelda Cardines Don Mariano Marcos ES: Nieves, Alde	- Coordinate with School Venue - Ensure preparedness of required rooms/gym; availability of sound system; posting of labels, schedule of concerned personnel, etc.; availability of required number of chairs/tables in rooms, gym or library
Request of Medals	Tito Endrina	Grace Presto	- Prepare Request Letter for the LGU (pls, refer to Over-all request to the LGU by the Division Office) - Follow-Up and ensure availability of medals before the DFOT
Packed Lunch Distribution at RMCES	Ely Cataluna	Grace Presto Juvy Comaingking	Note: Program/Subject Holder must assign a teacher to withdraw the packed lunch from the committee at RMCES H.E. - Take hold of the list for the number of packed lunch to be released to each assigned teacher - Distribute packed lunch observing proper accounting
Distribution of Medals to Concerned EPS/PSDS	Helen Casimiro	Ronilyn Nieves Ferna Alde	- Distribute the medals to concerned EPS/PSDS based on their requested number
Activity Design & PR Preparation	Luzminda Jasmin	Cherry Rosette Oliva	- Prepare Activity Design and PR - Facilitate signing of PR/ Follow-up BAC

COMMITTEE	CHAIRMAN	MEMBER	TASKS
Secretariat/ Documentation Committee	Joy Fortun	Ida Juezan Mylene Robiños	- Document DFOT (Cataluna-DICNHS, Robinos-RMCES, Comainking-DMMES, Cardines-Matti; Over-all - Robinos - Collect results from each subject/program holder for consolidation - Prepare/Submit report on the conduct of the DFOT

e. Learning Area Committees

EPS/PSDS handling each learning area/focus activity is expected to have created all needed committees for his/her area. Preparation of **Certificate of Appearance/Recognition/Appreciation and Handling of Attendance** are specifically included in it.

f. Awarding of winners shall be done in respective venues right after the conduct of all events in each learning area.

- Any concerns on Division Festival of Talents not covered in this Memorandum are expected to be articulated in other Memorandum by the respective learning area holder.
- Travel expenses of participants shall be charged against Division/School MOOE/local funds subject to the usual accounting and auditing rules and regulations.



WINNIE E. BATON, EdD
Assistant Schools Division Superintendent
Officer in Charge
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED 41246

DATE: 11 SEP 2019 TIME: 12:57

BY: [Signature]

Encls: none

References: DEDP

To be indicated in the Perpetual Index under the following subjects:

CURRICULUM FESTIVAL OF TALENTS

BSD: Conduct of Festival of Talents
September 10, 2019