



Republic of the Philippines
DEPARTMENT OF EDUCATION

Region V

SCHOOLS DIVISION OF SORSOGON

Capitol Compound, Sorsogon City, Philippines 4700



32890
January 7, 2019

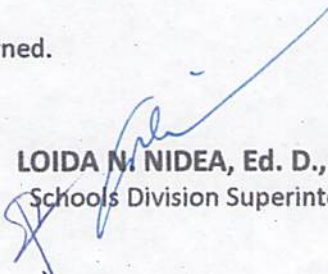
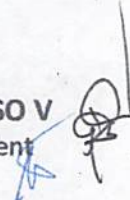
ADVISORY

to Division Memorandum No. 193, s. 2018

STAKEHOLDERS' CONVERGENCE CUM SENIOR HIGH SCHOOL SHOWCASE OF PRODUCTS/ OUTPUTS & BEST PRACTICES AND EDUCATION STAKEHOLDERS' APPRECIATION PROGRAM

TO: Assistant Schools Division Superintendent
CID & SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors & OIC-PSDS
SGOD Personnel
Public Secondary School Heads with SHS TVL Offerings
SHS Partnership Focal Persons
All Others Concerned

1. This Office informs all concerned that the final schedule for the **STAKEHOLDERS' CONVERGENCE CUM SHS SHOWCASE OF PRODUCTS/ OUTPUTS & BEST PRACTICES** and **STAKEHOLDERS' APPRECIATION PROGRAM** will be on January 25, 2019 at the Sorsogon Provincial Gymnasium, Sorsogon City.
2. The Committee on Stage Decorations and Cluster Committee on Booth Preparation are advised to report at the venue on January 24, 2019 from 9:00 a.m. to 6:00 p.m. .
3. Per TWG meeting, the additional inclusions for the booth/ stall are the school profile of graduates and the performance indicators (statistics).
4. The deadline for the submission of the schools' major work immersion partner/ stakeholder to be awarded with a certificate of recognition during the event will be on **January 11, 2019** c/o Mr. Bernard D. Estrada, SEPS at the SGOD Office. The following guidelines will be the basis for choosing the stakeholder to be awarded:
 - a) A Memorandum of Agreement has been entered into by both parties.
 - b) Partnership is sustained for at least two (2) years.
 - c) The work immersion/ industry partner has a Course Program for SHS Students.
5. Enclosed in this advisory are the Executive Committee, Technical Working Group, booth layout, Criteria for the Best Booth Exhibit Contest and Event Rules & Mechanics for reference.
6. Travel and other incidental expenses of the participants, school personnel to prepare the stalls/ booths a day before the event, other concerned personnel involved including the materials to be used for the stalls/ booths shall be charged against local fund/MOOE subject to the usual accounting and auditing rules and regulations.
7. For information, guidance and compliance of all concerned.


LOIDA N. NIDEA, Ed. D., CESO V
Schools Division Superintendent 

Enclosure No. 1 to the Advisory to Division Memorandum No. 193, s. 2018

EXECUTIVE COMMITTEE

Chair: Loida N. Nidea, Ed. D, CESO V – Schools Division Superintendent
Vice Chair: Ma. Jeany T. Postrado, Ed. D., Asst. Schools Division Superintendent
Members: Florencio P. Bermundo, Chief Education Supervisor, SGOD
Rolando F. Embile, Chief Education Supervisor, CID
Rex T. Barbin, EPS I/ Division SHS Coordinator
Andy Paul D. Deblois, Accountant III
Valentina E. Hugo, AO V, Budget
Jomar E. Enguerra, AO V, Administrative Service Unit
Albert C. Perez, AO IV, Property & Supply

TECHNICAL WORKING GROUP

Program & Invitation

Chair: Bernard D. Estrada, SEPS, Division Partnership Focal Person
Vice Chair: Gemma D. Naz, SEPS, HTRD
Members: Clusters Heads & SHS Focal Partnership Coordinators

Stage Decoration/ Backdrop

Chair: Ramon P. Estur, P2, Gubat NHS
Vice Chair: Roger Hallig, Asst. Principal, Gubat NHS
Members: Gubat NHS SHS Teachers

Ground Layout

Chair: Rino Orr, Asst. Principal, Gallanosa NHS
Vice Chair: Rodel E. Pancho, EPS II-SMM & E, SGOD
Member: Reyamar Ereve, SGOD

Accommodation/ Physical Set up

Chair: Alex Rodriguez, P2, (CTVS)
Vice Chair: Henry Mendez (CTVS)
Members: Casiguran TVS SHS Teachers
Rafael Bejerano (SDO-OSDS)

Preparation of Booths/ Stalls

Chair: Cluster Head
Vice Chairmen: School Heads
Members: TVL Teachers
SHS Cluster & School Partnership Focal Persons

Bazaar Contest Administrator

Rex T. Barbin, EPS I, SGOD

Board of Judges (to be invited)/ SDO Key Officials and Personnel

Certificates (Recognition, Appreciation, Participation, Appearance)

Chair: Amadeo Laguda, P2, Matnog NHS
Members: Matnog NHS SHS Teachers

Registration & Table Labels

Chair: Leah H. Peran, SEPS-SMM & E, SGOD
Vice Chair: Gemma D. Naz, SEPS-HRTD, SGOD
Members: Bernadette R. Bedis, EPS II-HRTD, SGOD
Rosemarie D. Lisano, Adm. Aide VI, SGOD

Refreshment & Food for VIPs/ Guests

Chair: Bernadette R. Bedis, EPS II-HRTD, SGOD
Vice Chair: Gemma D. Naz, SEPS-HRTD, SGOD
Member: Leah H. Peran, SEPS-SMM & E, SGOD

Documentation

Chair: Edgardo B. Din, SEPS-Research, SGOD
Vice Chair: Joseph John J. Perez, PDO II, Division DRRMO/ DIO
Member: Esperanza G. Espigol, PO III

Leis for VIPs/ Guests

Chair: Sean Argote, P1, Bayasong NHS
Vice Chair: Jenelyn B. Ramos, T1, Bayasong NHS
Member: Maria Riza D. Dino, PDO I-DYFC SGOD

First Aid/ Medical Concerns

Chair: Belardo Hadap, Jr., Division Medical Officer
Vice Chair: Armando E. Almodiel, Jr., Nurse
Members: Selected Nurses

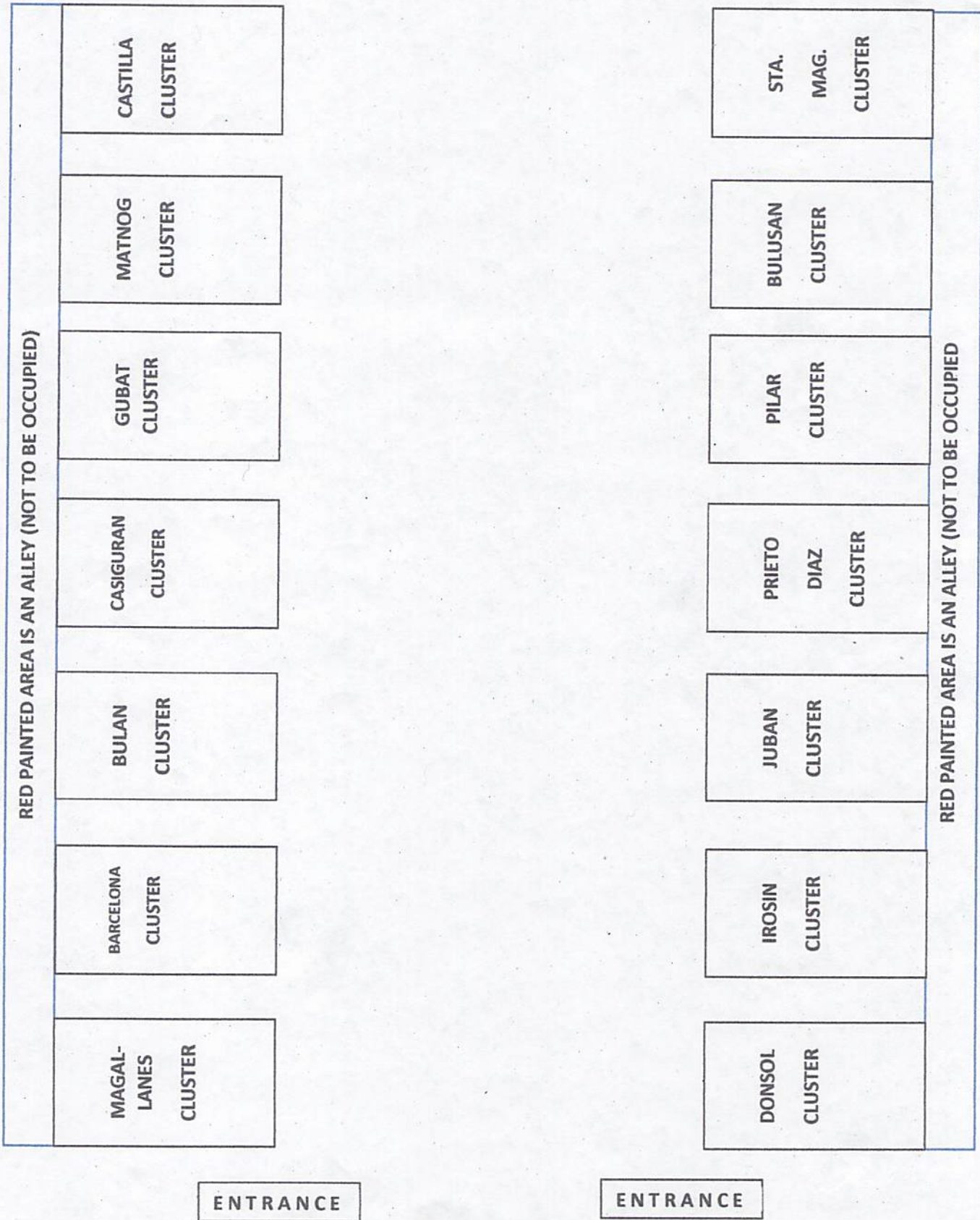
DRRM

Chair: Joseph John J. Perez, PDO II, Division DRRMO/ DIO
Vice Chair: Alan Ordonez, PDO I, Division YFC, Career Guidance & PTA Coordinator

Masters of Ceremonies

Abraham H. Gregory, EPS II-SocMobNet, SGOD
Rita D. Emaas, Teacher (Prieto Diaz NHS)

STAGE



CRITERIA FOR THE BEST BOOTH EXHIBIT, EVENT RULES & MECHANICS

| CRITERIA | PERCENTAGE |
|---|-------------------|
| A. CREATIVITY/ ORIGINALITY <ul style="list-style-type: none"> ▪ originality of design, ideas, graphics, presentation, harmony and balance ▪ use of indigenous/ innovative products | 60 % |
| B. 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 and organized according to category (5%) | 15 % |
| C. MARKETING STRATEGIES FOR PRODUCTS AND SERVICES <ul style="list-style-type: none"> ▪ Employs varied market strategies to attract customers/ buyers | 15 % |
| D. CLEANLINESS AND ORDERLINESS | 10 % |
| TOTAL | 100% |

EVENT RULES & MECHANICS

1. Participating clusters shall be given one (1) day to set-up their respective booths with a dimension of 3 x 4 meters.
2. Only the student-participants and authorized SHS Partnership Focal Person/s are allowed inside the booth during the judging for best booth exhibit.
3. Types of products to be displayed shall be a minimum of 10 and maximum of 15 with proper label as stated in RA 3720 and in compliance with DTI regulations.
4. Products to be displayed inside the booth are only those produced by the students/ schools within the municipality.
5. Each student and teacher participant should wear appropriate attire and school ID.
6. The booth area should be cleaned immediately before leaving the Sorsogon Provincial Gymnasium following the waste segregation scheme.
7. Top three **Best Booth Exhibits** will be awarded during the event.
8. The decision of the Board of Judges is final and irrevocable.