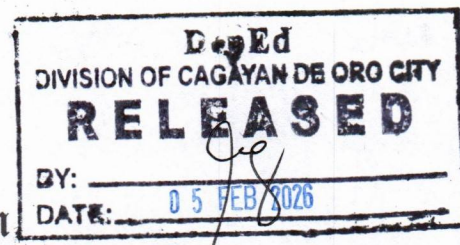




Republic of the Philippines
Department of Education

REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

04 Feb 2026

DIVISION MEMORANDUM

No. 121 s.2026

CONDUCT OF DIVISION TECH-VOC EXPO AND VALENTINE'S SELF-CARE TREAT

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Curriculum Implementation Division Personnel
Schools Governance and Operations Division Personnel
All Secondary School Heads
This Division

1. This Office through the Curriculum Implementation Division will hold a Tech-Voc Expo and Valentine's Self-Care Treat on February 14 at the schools division office with the theme: "Advancing Skills, Empowering Futures". The event highlights tech-voc exhibits of learners' outputs and valentine's self-care treat for the guests.

2. The activities aim to:

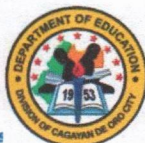
- showcase learners' technical and vocational skills through creative booth presentations,
- promote and raise awareness of the various technical-vocational offerings of schools,
- promote innovation, craftsmanship, and industry-relevant competencies,
- encourage teamwork, professionalism, and entrepreneurial thinking, and
- promote self-care for health and well-being.

3. The following are the enclosures:

- Enclosure 1: Guidelines, mechanics, and criteria for judging
Enclosure 2: Booths and TVL/Tech Pro exhibit of schools, self-care services assignments, lay-out
Enclosure 3: Technical Working Group, Program matrix

4. All Curriculum Implementation Division (CID) personnel will have a meeting on February 9 (Monday), 9 am at the CID office.

5. Meals, transportation, and other incidental expenses for the said event shall be charged to MOOE or school/local funds subject to the usual accounting and auditing rules and regulations.



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6. The participants are entitled to Vacation Service Credits (VSCs) in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of VSCs for Teachers' or Compensatory Time-Off pursuant to CSC-DBM Joint Circular No. 2, s. 2024 "Non-Monetary Renumeration for overtime Services Rendered," whichever is applicable.

7. In adherence to the Equal Opportunity Policy (EOP), inclusive and fair treatment is accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.

8. This Office directs immediate and wide dissemination of this Memorandum.


ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

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

TECHNICAL-VOCATIONAL EXPO

DM-224-CID-IM-(JGTV)/ conduct of tech-voc expo and valentine's self-care trat
February 3, 2026

Enclosure 1. Guidelines, Mechanics, Criteria for Judging

I. Objectives

The Tech-Voc Expo aims to:

- a. showcase learners' technical and vocational skills through creative booth presentations,
- b. promote and raise awareness of the various technical-vocational offerings of schools,
- c. promote innovation, craftsmanship, and industry-relevant competencies, encourage teamwork, professionalism, and entrepreneurial thinking.
- d. promote self-care for health and well-being.

II. Participants

1. Secondary school heads
2. TVL/Tech Pro Teachers and those with assignments
3. Learners officially enrolled in TVL/Tech-Voc

All participants must observe proper decorum and professionalism

III. Booth Requirements

Each booth must:

- Clearly represent the TVL specialization
- Display actual learner-made products, tools, equipment, or project outputs
- Include proper labeling and booth Number
- Observe safety, cleanliness, and orderliness always
- Use of hazardous materials is strictly prohibited unless approved by the organizers.

IV. Booth Setup and Display

- There should be one booth for each district.
- Booths and materials for the booth exhibit shall be prepared by the schools within the district
- Booth set-up should be done in the afternoon of the day before the event.
- Maximum booth space shall be based on the provided floor plan.
- Participants must provide their own materials, decorations, and extension cords if needed.
- Booth design must be environment-friendly; excessive waste and non-recyclable materials are discouraged.

V. Valentine's Self-Care Treat

- The following schools will offer Aesthetics services to the guests depending on their offering:
Angeles Sisters National High School
Macasandig National High School
Cagayan de Oro National High School SHS
Cagayan de Oro National High School JHS
Bulua National High School

VI. Contest Mechanics (Booth Exhibit)

- Each booth shall be evaluated by a panel of judges during the official judging period.
- Participants must be present at their booth to:
 - Explain their concept
 - Demonstrate skills or processes
 - Answer questions from judges
 - Coaching or assistance from teachers during judging is not allowed.

VI. Criteria for Judging (Booth Exhibit)

1. Booth Exhibit

Criteria	Percentage
Relevance to Tech-Voc Area	30%
Creativity and Innovation	20%
Quality of Output/Display	20%
Knowledge and Skills Demonstration	20%
Organization, Cleanliness, and Safety	10%
TOTAL	100%

2. Industrial Arts Display (SMAW, EIM, Plumbing)

Criteria	Percentage
Relevance to Specialization	25%
Quality of Workmanship	25%
Skills Demonstration & Technical Knowledge	20%
Creativity & Innovation	15%
Safety Practices & Compliance	10%
Organization & Presentation	5%
TOTAL	100%

3. Home Economics Display (Cookery, BPP, FBS, Housekeeping.....)

Criteria	Percentage
Relevance to Specialization	25%
Quality of Output / Product	25%
Skills Demonstration & Technical Knowledge	20%
Creativity & Presentation	15%
Sanitation, Hygiene & Safety Practices	10%
Organization & Work Area Management	5%
TOTAL	100%

4. Agri-Crop Production Display

Criteria	Percentage
Relevance to Specialization	25%
Quality of Crops / Outputs	25%
Skills Demonstration & Technical Knowledge	20%
Innovation & Sustainable Practices	15%
Safety & Environmental Compliance	10%
Organization & Presentation	5%
TOTAL	100%

5. ICT – Computer Systems Servicing (CSS) Display

Criteria	Percentage
Relevance to Specialization	25%
Quality of Work / Output	25%
Skills Demonstration & Technical Knowledge	20%
Creativity & Innovation	15%
Safety & Compliance	10%
Organization & Presentation	5%
TOTAL	100%

Theme: "Advancing Skills, Empowering Futures"

Conference Room: Aesthetics/Beauty Care

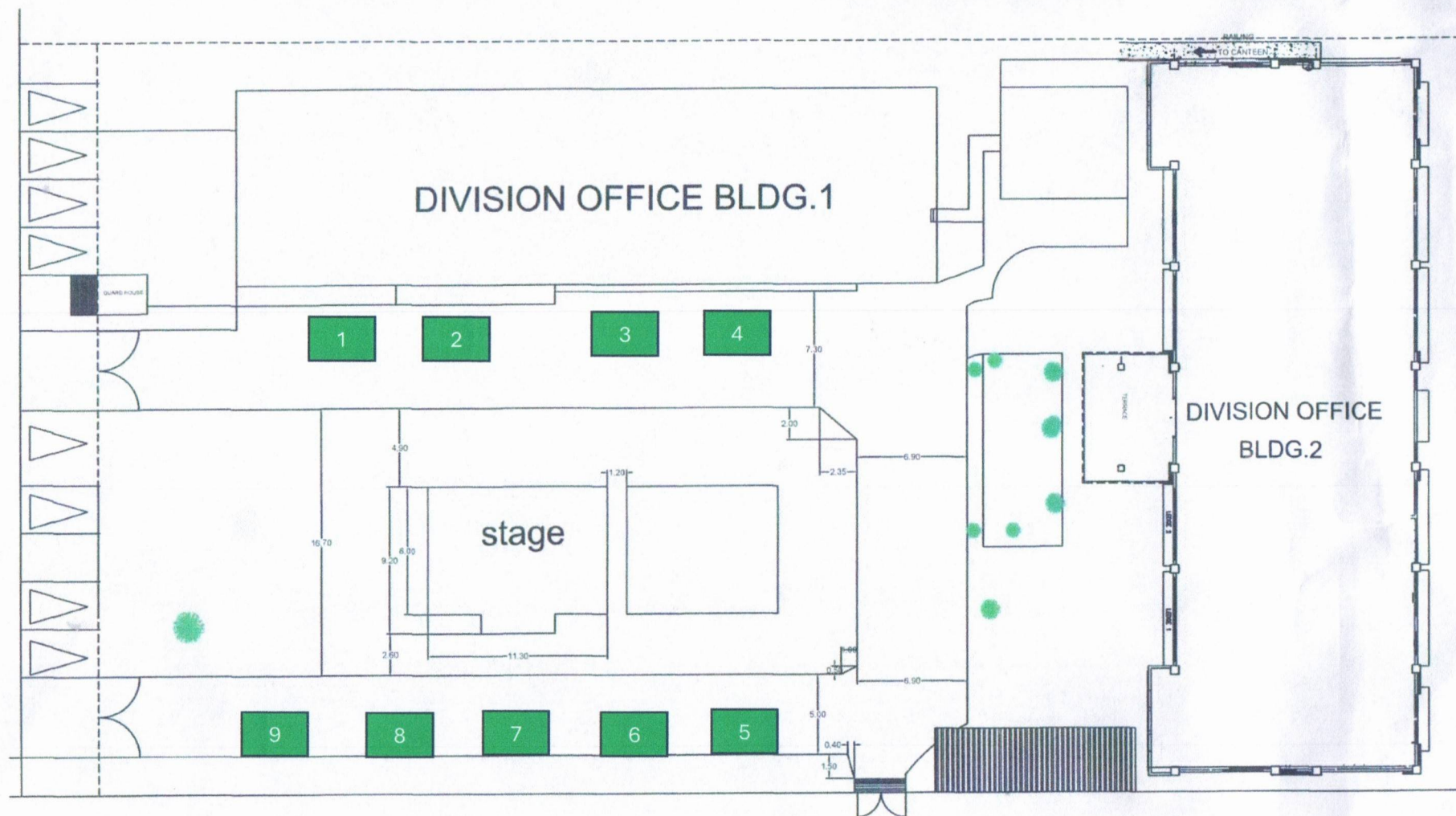
Macasandig NHS

CDONHS SHS

CDONHS JHS

Bulua NHS JHS

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Enclosure 3. Committees:

Lay-out

Division Office Ground

Juan A. Mingo

Ray O. Maghuyop

Janry B. Colonia

Conference Room

Rochelle Luzano

Juliet N. Dolero

Decoration

Division Office Ground

Tarp printing and mounting, Ribbon Cutting set-up- North 2

Stage set-up- West 1 and East 2

Booth Set-up/Crowd management- Southwest 2

Program- (Opening and Closing)

Emcee- North 1

Intermission- West 2 (Bulua NHS Band)

Intermission – East 1 (Lapasan NHS)

Sound System/IT- Southwest 1

Rubeneth Salazar

Christian Daohog

Conference Room- South

Protocol officers/Printing of score sheets

Lanie M. Signo/Kara Mae Jerusalem

Contests Mechanics/Guidelines/Criteria

January Gay T. Valenzona

Tabulation/Documentation

Jerly H. Eluna

Sylvio C. Carciller

Awards/Certificates

Jenith Q. Balsicas

Helen R. Lucman

Food

Evelyn Q. Sumanda

Ara Felisilda

Marygene Filipino

Registration

Rochelle Luzano

Lanie M. Signo

Program

I. Opening Program

National Anthem- AVP

Prayer- Mr. Juan A. Mingo

Opening Remarks- ASDS Audie S. Borres

Statement of Purpose- Chief Jean S. Macasero

Intermission Number- Bulua National High School band

Message- SDS Roy Angelo E. Gazo

Intermission Number- Lapasan NHS

Contest Mechanics/Guidelines/Criteria- Dr. Sylvio C. Carciller

Declaration of Official Opening and Ribbon Cutting- SDS Roy Angelo E. Gazo

II. Contest Proper and Start of Valentine's Self-Care Treat

(Bulua NHS Band, Lapasan NHS)

III. Closing Program

Declaration of Winners