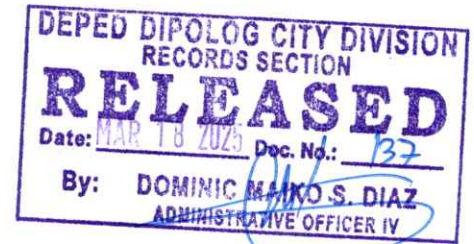




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



March 17, 2025

Division Memorandum
No. 137 s. 2025

**COMPOSITION OF TECHNICAL WORKING GROUP (TWG) OF THE 2025
DIVISION FESTIVAL OF TALENTS (DFOT) HISTOPOP EVENTS**

TO: Asst. Schools Division Superintendent
Chief Curriculum Implementation Division
EPS Araling Panlipunan
All Public School District Supervisors (PSDS'S)
All Public Elementary and Secondary School Heads and Principals
All Technical Working Committees
All Events Coaches and Contestants
All Others Concerned
This Division

1. The Schools Division Office of Dipolog City is committed in providing opportunities for learners to showcase their talents and skills in various disciplines. The 2025 Division Festival of Talents - HistoPop Events aims to promote historical awareness, critical thinking, and communication skills among students. To ensure the smooth and effective conduct of this event, a Technical Working Group (TWG) is hereby established.
2. Objectives:
 - a. To organize and manage the logistics of the HistoPop Events.
 - b. To ensure the fair and objective conduct of the competitions.
 - c. To document and evaluate the outcomes of the event.
3. Composition of the Technical Working Group (TWG):

Competition/Contest/Committees	Person-in-Charge	Roles and Responsibilities/Functions
Secretariat: Registration, Attendance, Score Sheets (soft and hard copy), Answer Sheets with color coding according to the level of questions, and Number of Contestants	Chairperson: Adam Keth J. Laquio Members: 1. Gina C. Bangcal 2. Hansel L. Royos 3. Jay Mark G. Barlaan	Chairperson: *Oversees all secretariat functions. *Ensures smooth registration and attendance processes. *Manages the distribution and collection of score/answer sheets. *Resolves any registration or documentation issues.



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<p>Date & Time: March 17-20,2025 @ 8:00AM-5:00PM</p>		<p>Members:</p> <ul style="list-style-type: none">* Manage registration process, including pre-registration and on-site registration.* Maintain accurate attendance records for contestants, coaches, and officials.* Prepare and distribute score sheets (soft and hard copies) for all events.* Prepare and distribute answer sheets with accurate color-coding for question difficulty levels (easy, average, difficult).* Accurately count and record the number of contestants per event.* Maintain organized records of all documents, both soft and hard copies.* Ensure that all score and answer sheets are accounted for before and after each event.
<p>Program and Invitation</p> <p>Date & Time: March 17-20,2025 @ 8:00AM-5:00PM</p>	<p>Chairperson: Ivan R. Ballares</p> <p>Members:</p> <ol style="list-style-type: none">1. Anelyn S. Ballares2. Richard Barros3. Gerlyn Banlaygas	<p>Chairperson:</p> <ul style="list-style-type: none">* Develops the official program of events, including schedules, speakers, and special presentations.* Oversees the design and distribution of invitations.* Ensures the program aligns with the event's objectives. <p>Members:</p> <ul style="list-style-type: none">* Draft and finalize the program details.* Design and produce invitations (digital and/or printed).* Distribute invitations to schools, officials, and guests.* Coordinate with speakers and performers.* Create a digital version of the program for easy distribution.
<p>Physical Arrangement, Decoration, Sound Systems, projector, and projector screen</p> <p>Date & Time: March 20,2025 @ 8:00AM-5:00PM</p>	<p>Chairpersons: Arnold A. Arnesto</p> <p>Members:</p> <ol style="list-style-type: none">1. Asterio Saldon2. Christian T. Bomediano3. Junicel Aguilar4. Genevie P. Abo5. SSLG Officers6. Rose Mae P. Eran	<p>Chairperson:</p> <ul style="list-style-type: none">* Plans and oversees the physical setup of the venue.* Ensures the sound system and screen projector are functional.* Troubleshoots any technical issues. <p>Members:</p> <ul style="list-style-type: none">* Arrange tables, chairs, and stage setup according to the program.* Set up and test the sound system and microphones.* Set up and test the screen projector and visual displays.



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		<ul style="list-style-type: none">* Ensure adequate lighting and ventilation.* Be on standby to resolve any technical issues that arise during the events.
<p>Panel of Judges (PopQuiz)</p> <p>Date & Time: March 22,2025 @ 7:30AM-12:00NN</p>	<p>Chairperson: City PopCom Officer Rochene Marie N. Baylon</p> <p>Members:</p> <ol style="list-style-type: none">1. Leo Martinno O. Alejo2. Deborah Mae L. Alejo <p>Quiz Master: Rambelle C. Flores</p>	<p>Chairperson:</p> <ul style="list-style-type: none">* Leads the judging panel.* Ensures fair and consistent scoring.* Resolves any scoring disputes.* Provides final decisions on contest questions and answers <p>Members:</p> <ul style="list-style-type: none">* Evaluate contestant responses based on established criteria.* Maintain accurate scoring records.* Participate in scoring discussions and decisions.
<p>Panel of Judges (Kasaysayan ng Pilipinas Kwiz)</p> <p>Date & Time: March 21,2025 @ 10:00AM-12:00NN or right after the DFOT Opening</p>	<p>Chairperson: EPS Monina R. Antiquina</p> <p>Members:</p> <ol style="list-style-type: none">1. Gina C. Bangcal2. Deborah Mae L. Alejo3. Leo Martino O. Alejo <p>Quiz Master: Ronelyn R. Canlas</p>	<p>Chairperson:</p> <ul style="list-style-type: none">* Leads the judging panel.* Ensures fair and consistent scoring.* Resolves any scoring disputes.* Provides final decisions on contest questions and answers. <p>Members:</p> <ul style="list-style-type: none">* Evaluate contestant responses based on established criteria.* Maintain accurate scoring records.* Participate in scoring discussions and decisions.
<p>Panel of Judges (SPEAK UP! Impromptu)</p> <p>Date & Time: March 21,2025 @ 1:00PM – 5:00PM</p>	<p>Chairperson: Deborah Mae L. Alejo</p> <p>Members:</p> <ol style="list-style-type: none">1.Rambelle C.Flores2. Leo Martino O. Alejo3. Rochene Marie N. Baylon	<p>Chairperson:</p> <ul style="list-style-type: none">* Leads the judging panel.* Ensures fair and consistent scoring based on established criteria (e.g., content, delivery, language).* Resolves any scoring disputes. <p>Members:</p> <ul style="list-style-type: none">* Evaluate contestant speeches based on established criteria.* Maintain accurate scoring records.* Participate in scoring discussions and decisions.
<p>Documentation</p> <p>Date & Time: March 21-22,2025 @ 7:30AM-5:00PM</p>	<p>Chairperson: Jo-ann O. Villafuerte</p> <p>Members:</p> <ol style="list-style-type: none">1.Narifel I. Bermudo2. Ginalyn S. Cabilin3.Charede L. Bantilan	<p>Chairperson:</p> <ul style="list-style-type: none">* Oversees all documentation efforts.* Ensures comprehensive photo and video coverage.* Compiles event reports. <p>Members:</p>



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		<ul style="list-style-type: none">* Take photographs and videos of the event.* Record key moments and speeches.* Compile event reports and documentation.* Organize and archive all documentation materials.
<p>Kasaysayan Quiz and Pop Quiz Checkers</p> <p>Date & Time: March 21,2025 @ 10:00AM-12:00NN</p> <p>March 22,2025 @ 7:30AM-12:00NN</p>	<p>Chairperson: Narciso A. Burerus</p> <p>Members:</p> <ol style="list-style-type: none">1. Richel B. Kagatan2. Maricar P. Pelera3. Julieta B. Tamayo4. Maristella S. Inid5. Menelyn C. Salita6. Aileen N. Geografo7. January O. Dayrit8. Alvin B. Apostol	<p>Chairperson:</p> <p>Verify the accuracy of contestant answers.</p> <ul style="list-style-type: none">* Ensure adherence to quiz rules. <p>Timers:</p> <ul style="list-style-type: none">* Accurately time contestant responses.* Signal time limits. <p>Proctors:</p> <ul style="list-style-type: none">* Maintain order and discipline during the quiz.* Prevent cheating and ensure fair play.* Distribute and collect test materials.* These roles must work in close coordination with the panel of judges.
<p>Scorers: Soft Copy and Hard Copy score sheets</p> <p>Date & Time: March 21-22,2025 @ 8:00AM-5:00PM</p>	<p>Soft Copy (Screen Projector):</p> <p>Chairperson: Mimie M. Opo</p> <p>Members:</p> <ol style="list-style-type: none">1. Jimnah E. Ratificar2. Fritzie F. Go3. Isiah Grace B. Murro <p>Hard Copy:</p> <p>Chairperson: Mimie M. Opo</p> <p>Members:</p> <ol style="list-style-type: none">1. Lorie Jean Q. Antiquina2. Alfredo B. Bagatua, Jr.	<p>Chairperson:</p> <ul style="list-style-type: none">* Oversees the scoring process.* Ensures accurate tabulation of scores.* Resolves scoring discrepancies. <p>Members:</p> <ul style="list-style-type: none">* Tabulate scores from score sheets (soft and hard copies).* Verify and double-check scores.* Input scores into a master score sheet or database.
<p>Certificates of Recognition, Participation and Appearance</p> <p>Date & Time: March 17-20,2025 @ 8:00AM-5:00PM</p>	<p>Chairperson: Rosario D. Quinanola</p> <p>Members:</p> <ol style="list-style-type: none">1. Anna Rose A. Cabalida2. Romila P. Guimbarda	<p>Chairperson:</p> <ul style="list-style-type: none">* Oversees the preparation and distribution of certificates.* Ensures accuracy and timely delivery. <p>Members:</p> <ul style="list-style-type: none">* Prepare certificates of recognition, participation, and appearance.* Ensure accurate spelling and information.* Organize and distribute certificates.



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<p>Food Committee</p> <p>Date & Time: March 21-22, 2025 @ 8:00AM-5:00PM</p>	<p>Chairperson: Marietta W. Rael</p> <p>Members:</p> <ol style="list-style-type: none">1. Lovely E. Kagatan2. Joann C. Ragas3. Queen Anne T. Aguilar4. Maria Daizel D. Zamoras5. Charry Mae V. Gonzales	<p>Chairperson:</p> <ul style="list-style-type: none">* Plans and oversees food and beverage arrangements.* Ensures adequate food supply for participants and officials.* Manages the food budget. <p>Members:</p> <ul style="list-style-type: none">* Coordinate with caterers or prepare food.* Set up food and beverage stations.* Ensure cleanliness and hygiene.* Distribute food and beverages.
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4. A post-event report shall be submitted to the office of the Schools Division Superintendent.
5. Immediate and wide dissemination of this memorandum is highly desired.


MA. LIZA R. TABILON EdD, CESO V
School Division Superintendent
City Schools Division -Dipolog City

CID/EPS/MRA/DM-TWG of 2025 DFOT
March 18, 2025