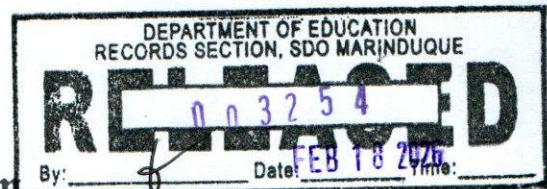




Republic of the Philippines  
**Department of Education**  
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

**MEMORANDUM**

CID-2026-014

TO: Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary, Integrated, and Secondary School Heads  
Private School Administrators/ SUC Laboratory Principal  
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**  
OIC-Schools Division Superintendent

SUBJECT: **ADDITIONAL INFORMATION ON THE CONDUCT OF THE 2026  
DIVISION FESTIVAL OF TALENTS**

DATE: February 16, 2026

In connection with the implementation of the 2026 Division Festival of Talents (DFoT) scheduled on February 18, 2026, this Office issues additional guidelines to ensure the smooth and orderly conduct of all contest activities across the different competition areas.

The host schools, in coordination with the concerned learning area supervisors, are requested to:

- a) prepare all contest venues, ensuring that each area is equipped, arranged, and ready for use according to the needs of the specific competition, and
- b) provide a designated holding room for participants and coaches per contest area, which shall serve as a preparation and assembly space before and after the competitions.

To support the operations of the Division Festival of Talents, committees are hereby constituted and are listed in the enclosure. Each committee shall work closely with the Contest Managers and the Technical Working Group (TWG). Additionally, all personnel assigned to the committees shall report to their respective Committee Chairs for task briefing and coordination, while the TWG shall oversee and ensure alignment of all committee functions with the overall conduct of the event.

Immediate dissemination of this Memorandum is desired for the guidance and compliance of all concerned.



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Enclosure 1 to Memorandum CID-2026-014 "Additional Information on the Conduct of the 2026 Division Festival of Talents"

**2026 DIVISION FESTIVAL OF TALENTS WORKING COMMITTEES**  
Marinduque National High School and Don Luis Hidalgo Memorial School  
February 18, 2026

Committee	Assigned Personnel		Function/s
Registration	Chairperson	Mrs. Florie M. Regencia	<ul style="list-style-type: none"><li>• Verifies participants, logs attendance, and collects the registration fee.</li><li>• Maintains attendance and registration sheets</li><li>• Coordinates with contest managers for participant flow</li></ul>
	Co-Chairperson	One (1) Personnel from the Host School to be designated by the School Principal	
	Members	Two (2) Members from the Host School to be designated by the School Principal	
Ushering	Chairperson	Dr. Jennifer E. Monte	<ul style="list-style-type: none"><li>• Assists participants and coaches in directing them to their assigned holding rooms, contest areas, and activity venues.</li><li>• Manages participant movement according to contest schedules</li><li>• Supports the Awards Committee during the awarding ceremony</li></ul>
	Co-Chairperson	To be designated by the School Principal, the number of which shall depend on the contest area/s to be hosted	
	Members		
Food and Refreshment Committee	Chairperson	Dr. Nestor T. Rualo	<ul style="list-style-type: none"><li>• Prepares and distributes meals/snacks to officials, evaluators, and working committees</li><li>• Coordinates with the host school</li></ul>
	Co-Chairpersons	Mr. Noel F. Alvarez	
		Mrs. Jocelyn B. Mazon	
	Members	To be designated by the Host School Principal	

			canteen or suppliers <ul style="list-style-type: none"> <li>Ensures timely delivery of refreshments per schedule</li> </ul>
Overall Results of Contests	Chairperson	Dr. Ma. Shiela S. Saet	<ul style="list-style-type: none"> <li>Collects score sheets from all contest areas</li> <li>Validates, computes, and finalizes scores</li> <li>Prepares the official ranking and consolidates results</li> <li>Submits final results to the CID Chief for confirmation</li> </ul>
	Co-Chairperson	Mr. Freddie M. Malabayabas	
	Members	To be identified by the Chairperson	
Certificates and Medals	Chairperson	Mrs. Jelly L. Sore	<ul style="list-style-type: none"> <li>In collaboration with the secretariat, prepares, layouts, and prints certificates for participants, coaches, judges, and committees</li> <li>Prepares medals and recognition items for winners</li> <li>Ensures completeness and accuracy of all award materials</li> </ul>
	Co-Chairperson	Mr. Romualdo O. Magculang	
	Members	Mr. Joseph Arnold Almonte  Two (2) CID Interns from MarSU	
Awards	Chairperson	Mrs. Annabelle M. Marmol	<ul style="list-style-type: none"> <li>Prepares the awards program and flow</li> <li>Ensures accuracy of winners' names and contest categories</li> <li>Coordinates with the Certificates and Medals Committee</li> <li>Assists during awarding ceremonies</li> </ul>
	Co-Chairperson	Dr. Mariam B. Rivamonte	
	Members	To be identified by the Chairperson	



Enclosure 2 to Memorandum CID-2026-014 "Additional Information on the Conduct of the 2026 Division Festival of Talents"

**2026 DIVISION FESTIVAL OF TALENTS TECHNICAL  
WORKING GROUP COMPOSITION**

February 18, 2026

<b>Composition</b>	<b>Assigned Personnel</b>	<b>Functions</b>
Chairperson	Mr. John M. Chavez, CES-CID	<ul style="list-style-type: none"> <li>Provides overall direction and supervision</li> <li>Approves results and final documentation</li> <li>Leads coordination with the SDS/ASDS</li> </ul>
Co-Chairpersons	All Learning Area Supervisors	<ul style="list-style-type: none"> <li>Supports implementation and provides technical inputs</li> <li>Ensures alignment to curriculum standards and competition guidelines</li> </ul>
Secretariat	Mrs. Charmain J. Mogol Mr. Joseph Arnold Almonte	<ul style="list-style-type: none"> <li>Prepares communications, documentation, and attendance</li> <li>Handles incoming and outgoing documents, and score sheets</li> <li>Manages the main secretariat desk during the event</li> </ul>
	Two (2) MarSU Interns for CID	
Contest Area Managers	Concerned Learning Area Supervisors	<ul style="list-style-type: none"> <li>Facilitates contest mechanics, timelines, and judge coordination</li> <li>Forwards verified score sheets to the Results Tabulators</li> </ul>
Logistics and Physical Arrangement	Host School Property Custodian	<ul style="list-style-type: none"> <li>Sets venue, equipment readiness, stage, sound system</li> <li>Ensures availability of materials per contest area</li> </ul>
Medical and Safety Team	<ul style="list-style-type: none"> <li>Nurse Vianney Manay for MNHS</li> </ul>	<ul style="list-style-type: none"> <li>Sets first aid station</li> <li>Reports incidents and responds to emergency</li> </ul>

	<ul style="list-style-type: none"> <li>• Nurse Rowena Malabana for Don Luis Hidalgo Memorial School</li> <li>• Host School First Aiders</li> <li>• School DRRM Focal Persons</li> </ul>	
Public Assistance and Security Team	<ul style="list-style-type: none"> <li>• Host School Security Personnel</li> <li>• Designated Marshalls (to be identified by the Host School Principal)</li> </ul>	<ul style="list-style-type: none"> <li>• Controls crowd</li> <li>• Wayfinding assistance</li> <li>• Ensures safe movement of participants</li> </ul>