



Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE

Department of Education
Division of Marinduque

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Name: **003429**
Signature: _____
Date: **SEP 16 2024** Time: _____

Office of the Schools Division Superintendent

September 6, 2024

DIVISION MEMORANDUM

No. **71** s. 2024

**CONDUCT OF DIVISION SCIENCE & TECHNOLOGY FAIR (DSTF)
FOR SY 2024-2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public & Private Secondary School Heads
All Others Concerned

1. DepEd recognizes the importance of conducting a Science and Technology Fair as it encourages students to develop essential research skills such as critical thinking, problem-solving and in promoting innovation and creativity. Inasmuch as these skills are critical for academic success and can help students prepare for future academic and career pursuits, this Division, shall hold a **Division Science & Technology Fair for SY 2024-2025 on October 30, 2024 at Makapuyat NHS, Sta. Cruz, Marinduque.**
2. The Division Science and Technology Fair 2024 is a division-wide science and research competition that aims to stimulate learners' interest in science and provide them as well as their science teachers valuable experiences, specifically to:
 - a. make science principles alive, meaningful, and relevant to the learners;
 - b. promote science and technology consciousness among the youth;
 - c. identify the most creative and best science students' researches to represent the division in the regional, national, and international science fairs; and
 - d. strengthen skills of teachers in research and pedagogy thus, enhancing science competence through healthy and friendly competition.
3. Entries for the Division Science & Technology Fair 2024 are the Top 3 Winners per category from each district. Therefore, it is expected that each district has conducted a district-level competition to select the top 3 winners who will be representatives in the division level competition. Other participants to the said activity are the Public Schools District Supervisors, Secondary Science Coordinators and School Heads of the participating schools. Other science enthusiasts may also attend the said activity.
4. General Guidelines of the DSTF, Officials of the Contest, Template on the Report on the Conduct of the DSTF, End of Activity Report Format, and Activity Matrix are attached as enclosures to this Memorandum.

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5. A registration fee of P 100.00 from the student-participants shall be collected to defray expenses for the food of the Members of SRC and Contest Officials and for other expenses relative to the conduct of the competition. The participants from the host school are exempted from paying the registration fee.
6. An online meeting for the contest officials shall be held a week before DSTF 2024 to ensure its smooth conduct. Link shall be given to the Science Coordinators a day before the scheduled meeting.
7. To ensure uninterrupted classes during the activity, the concerned school heads are requested to arrange substitute teacher to cover the one-day classes of the concerned teachers who will be out of the school. If substitute teacher is not available due to conflict in schedule, school heads must ensure that the target competencies for the week are covered from Monday to Wednesday by the concerned teachers.
8. Immediate dissemination of the contents of this Memorandum is desired.



LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

Encls: As stated
Reference: Regional Memorandum No. 83, s. 2024
To be indicated in the Division Perpetual Index
under the following subjects:

CONTESTS LEARNERS LEARNING AREA, SCIENCE TEACHERS

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General Guidelines of the Science & Technology Fair (DSTF) 2024

THE COMPETITION

1. Top 3 Research Projects per category from each district are qualified to participate in the Division Science & Technology Fair 2024 which is divided into ten categories:
 - a. Life Science -Individual;
 - b. Life Science-Team;
 - c. Physical Science-Individual;
 - d. Physical Science-Team;
 - e. Robotics & Intelligent Machine-Individual;
 - f. Robotics & Intelligent Machine-Team;
 - g. Mathematics & Computational Science-Individual;
 - h. Mathematics & Computational Science-Team;
 - i. Innovation Expo-Individual; and
 - j. Innovation Expo-Team;
2. Submission of three hard copies per category is on October 18, 2024 until 5:00 o'clock in the afternoon at the Curriculum Implementation Office (Attention: Dr. Ma. Shiela S. Saet). Late submission will not be allowed.
3. All participants should observe and follow the schedule as stipulated in the program matrix of this competition.
4. The decision of the Board of Judges is final and irrevocable and with the following prizes and awards:
 - a. First Place;
 - b. Second Place;
 - c. Third Place ;
 - d. Fourth Place; and
 - e. Fifth Place.
5. The first to third placers shall receive a medal and Certificate of Recognition, while the fourth and fifth placers shall only receive a Certificate of Recognition.

THE HOST SCHOOL

1. The Science & Technology Fair 2024 will be hosted by Makapuyat NHS and is requested to:
 - a. provide information board at the entrance of the school to guide the participants in the contest venue;
 - b. assign contest room/venue with labels;
 - c. provide the needed facilities such as chairs, tables, LCD projectors and screens, sound system and lights;

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- d. coordinate the room assignment of the participants, Board of Judges (BOJs) and the Program Management Team (PMT); and
- e. submit a narrative report including documentation and consolidation of the contest using the attached format (Enclosure No. 3).

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Enclosure No. 2 to the Division Memorandum No. 173. 2024

OFFICIALS OF THE CONTEST

Over-all Chairperson: Dr. Ma. Shiela S. Saet
 Vice-Chairperson: Dr. Jay P. Peña
 Members: Mrs. Bernadette M. Ricafrente
 Mrs. Lorna R. Alojado
 Science Teachers of Makapuyat NHS

ENCODING OF DETAILS OF SUBMITTED RESEARCH PAPER AND DISTRIBUTION OF WRITE-UPS FOR THE DIVISION BOARD OF JUDGES

Chairperson: Mrs. Virginia L. Monleon
 Members: Mr. Jefferson O. Mameng
 Mrs. Edlyn M. Jalac

LIST OF CONTEST OFFICIALS FOR THE DIFFERENT CONTEST

CATEGORY	POWERPOINT	TABULATOR	TIMER	BOJ
Life Science	Makapuyat NHS	Mrs. Madilyn Q. Quirona	Makapuyat NHS	Mr. Dave Henry R. Nobleza Mrs. Mae Laarni M. Saporna Mr. Fristian Anthony L. Dormido
Physical Science	Makapuyat NHS	Mrs. Bernadeth M. Ricafrente	Makapuyat NHS	Prof. Panchito M. Labay Mrs. Riena I. Rodriguez Mrs. Maily M. Go
Robotics & Intelligent Machine	Makapuyat NHS	Mr. Jimmy M. Romasanta	Makapuyat NHS	Mr. Richard N. Ortiz Mr. Alfonso Reginio Mr. Perry Angelo C. Manlapaz
Innovation Expo	Makapuyat NHS	Mrs. Annaliza M. Retardo	Makapuyat NHS	Mr. Jerome S. Catamio Mrs. Marlita Vitto Mr. Rodel Magyaya
Mathematics & Computational Science	Makapuyat NHS	Mrs. Mary S. Rose Sotto	Makapuyat NHS	Mr. Paolo Andrew Pantoja Mrs. Christine J. Naling Mr. Gueller Dee V. Salazar

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Template of the Report on the Conduct of the DSTF

The consolidated report on the conduct of the DSTF must be submitted to the Division Science Supervisor one week after the conduct of DSTF. The report should include the following:

1. **Title**
2. **Table of Contents**
3. **Introduction/Rationale**
4. **Detailed Information**

- ✓ General information
- ✓ SRC Deliberation (include the results, findings and recommendations)
- ✓ Program of Activities (day-to-day activities)
- ✓ List of Entries (include a brief profile of the research adviser of each entry)
- ✓ List of Winners (Research & Innovation Congress) in Word Format

Rank	Title of Study	Proponent/s	Adviser	Name of School Head	School	District
1						
2						
3						
4						
5						

- ✓ Trend Analysis (results from 3 consecutive years)
- ✓ Financial Report

5. **Conclusions**
6. **Recommendations**
7. **Appendix**

Pictures of the conduct of competition

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End of Activity Report Format for the Division Science and Technology Fair

The end of activity report should contain the following sections:

1. **Title Page:** Include the name of the division and a clear, and concise title of the report.
2. **Table of Contents:** List all the sections of the report and their corresponding page numbers to help readers navigate the document.
3. **General Information:** Provide a broad overview of the fair, including its purpose, goals, and objectives, as well as information on its structure, participants, and timeline.
4. **Results:** Present the results of the fair, including statistics and data related to the number of entries, participants, and winners, as well as any trends or patterns observed.
5. **List of Activities Conducted:** Provide a detailed list of the activities conducted during the fair, including dates, locations, and participants.
6. **List of Entries:** Provide a list of all entries submitted to the fair, including the title, author, and category.
7. **List of Winners:** List the winners of the fair, including the title, author, and category.
8. **Financial Report:** Provide a detailed financial report of the fair, including expenditures and income, as well as any funding sources.
9. **Conclusions:** Summarize the main findings and conclusions of the fair, and provide recommendations for future action.
10. **Recommendations:** Provide specific recommendations for future action based on the findings of the fair and identify areas for improvement.
11. **Appendix:** Include any additional materials, such as detailed data tables, charts, or other relevant documents that support the findings of the report.

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Enclosure No. 5 to the Division Memorandum No. 71 s. 2024

Activity Matrix

Time	Activity
7:00-8:00 AM	Registration
8:00-9:00 AM	Opening Program
9:00-9:15 AM	BREAK
9:15-12:00 Noon	Science Congress Life Science Physical Science Robotics & Intelligent Machine Science Innovation Expo Mathematics & Computational Science
12:00-1:00 PM	Lunch Break
1:00-4:00 PM	Continuation of Science Congress
	Awarding of Winners per Category

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