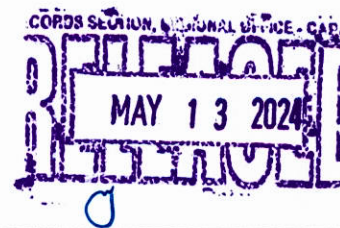




Republic of the Philippines
Department of Education
CARAGA REGION



May 8, 2024

REGIONAL MEMORANDUM

No. 0445, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

CONDUCT OF THE 2024 REGIONAL ACADEMIC AND SKILLS DEVELOPMENT:
PROTOCOLS, ACTIVITY MATRIX, COMPOSITION OF THE REGIONAL
TECHNICAL WORKING GROUP AND TERMS OF REFERENCE

1. In line with the goal of delivering quality, relevant, inclusive, and responsive basic education, the Department of Education (DepEd) Caraga Region, through the Curriculum and Learning Management Division (CLMD), will conduct the 2024 Regional Academic and Skills Development (RASD) with the theme, *Galing, Talino, at Husay ng mga Batang Makabansa sa Diwa ng MATATAG na Adhika* in Butuan City on May 11-15, 2024.
2. There are three (3) major events in the RASD, which are as follows:
 - o Regional Schools Press Conference (RSPC)
 - o Regional Festival of Talents (RFOT)
 - o Regional Science and Technology Fair (RSTF)
3. The details of each major event are articulated in the following memoranda:
 - o RM No. 0296, s. 2024-Regional Academic and Skills Development: 2024 Regional Schools Press Conference (RSPC)
 - o RM No. 0248, s. 2024-2024 Regional Festival of Talents (RFOT)
 - o RM No. 0297, s. 2024-Regional Academic and Skills Development: 2024 Regional Science and Technology Fair
4. The RASD Opening Program is scheduled for May 12, 2024, and the Closing Program for May 15, 2024, both at the Fr. Saturnino Urios University (FSUU) Morelos Campus in Libertad, Butuan City. During the Opening Program, the event venue will only accommodate a maximum of 150 participants per delegation.
5. All delegations shall take note of and observe the following:
 - o The billeting quarters will commence accepting delegations from the farthest SDOs on May 10, 2024.
 - o Each quarter will prepare rooms and provide 15 sets of bedding for the heads of delegation.
 - o All SDO delegation banners must be submitted to the Butuan City Division TWG at FSUU Morelos Campus, Libertad, Butuan City, on May 11, 2024, between 1:00 P.M. and 3:00 P.M.



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- The motorcade is scheduled for May 12, 2024, commencing at 7:00 AM from the Libertad Sports Complex in Butuan City, which will serve as the assembly area. Each office is allowed to participate with a maximum of three vehicles, inclusive of all delegation officials.
 - The three (3) vehicle passes for each delegation will be distributed at their designated billeting quarters on May 11, 2024.
6. As the host division, SDO Butuan City will ensure that each delegation is provided with at least one (1) service vehicle to transport participants from the billeting quarters to the contest venue and vice versa.
7. Each Schools Division Office shall give **Ten Thousand Pesos (Php10,000.00)** to the Butuan City Division, the host of the 2024 RASD, as financial assistance for water, electricity, and maintenance of the billeting schools and contest venues.
8. Enclosed herewith are the following:
- Enclosure 1: Flow of Activities and Significant Information, Contact Persons for Billeting Quarters, Contact Numbers of Partner Agencies, and Schedule of the Welcome Night per Billeting Quarter
 - Enclosure 2: Regional Academic and Skills Development (RASD) Technical Working Group and Terms of Reference
9. For further inquiries and concerns, please direct your questions to Mr. Bernabe L. Linog, Chief Education Supervisor of the Curriculum and Learning Management Division, via email at bernabe.linog@deped.gov.ph.
10. Immediate dissemination of this Memorandum to all concerned is highly desired.

MARIA INES C. ASUNCION
Regional Director

Encls.: As stated.

References: DM 19, s. 2024; RM 248, S. 2024; RM 296, S. 2024; RM 297, S. 2024

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

CELEBRATIONS AND FESTIVALS
COMMITTEES
CONTESTS
ELEMENTARY EDUCATION
INCLUSIVE EDUCATION
LANGUAGE

LEARNERS
PRIZES OR AWARDS
PROGRAMS
SCHOOLS
SCIENCE EDUCATION
SECONDARY EDUCATION

CLMD/rjy
05/08/2024

2024 Regional Academic and Skills Development: RSPC, RFOT, RSTF
Theme: Galing, Talino at Husay ng Batang Makabansa sa Diwa
ng MATATAG na Adhika"
May 11-15, 2024
Host: Butuan City Division

A. Flow of Activities and Significant Information

Activities	Dates	Time	Venues	Other Details
Start of the Arrival of the 12 Delegations	May 10 Friday	8:00 A.M. onwards	Designated Billeting Quarters	
Solidarity Meeting for Sining Tanghalan	May 11, 2024	8:00A.M.-12:00 NN	Libertad NHS	
Solidarity Meeting for STEMazing	May 11, 2024	8:00A.M.	Libertad NHS	
Himig Bulilit Competition	May 11, 2024	4:00P.M.-8:00 PM	Libertad NHS	
Motorcade	May 12, 2024	7:00 AM	Libertad Sports Complex, Butuan City (Assembly Area)	Only 3 vehicles will be allowed per Office
Opening Program	May 12, 2024	8:30 AM	Fr. Saturnino Urios University (FSUU) Morelos Campus, Libertad, Butuan City	Only 150 participants per SDO delegation
Solidarity Meeting	May 12, 2024	2:00 PM	Ong Yiu CES	SNEd
		2:30 P.M.		Musabaqah
		4:00 P.M.	Libertad NHS	Read-A-Thon (Filipino)
		1:30 P.M.	BCSAT	PopDev
		3:00 PM		Technolympics
Contest Proper	May 12-14, 2024	8:00AM-5:00PM	o RSPC-Agusan NHS and CSU-Ampayon	

			○ RFOT-BCSAT, Libertad NHS, and Ong Yiu CES ○ RSTF-Libertad NHS	
Closing Program	May 15, 2024	8:00 AM onwards	FSUU Morelos Campus, Libertad, Butuan City	

B. Billeting Quarters Contact Persons

DIVISION	BILLETING SCHOOL	NAME OF SCHOOL HEAD ANS CONTECT NUMBER	PSDS
1. Agusan del Norte Division	FR Sibayan Elementary School Baan Highway, Butuan City	Mrs. Marivic Pantonial CP No. 09685098785	Mr. Rey Collado CP No. 09399190249 / 09100441224
2. Bayugan City Division	Libertad Central Elem. School Libertad, Butuan City	Mr. Carlito Nietes CP No. 09639160633	Mrs. Lani Garguena CP No. 09094571371
3. Bislig Division	Obrero Central Elem. School Obrero, Butuan City	Mrs. Deborah Madamba CP No. 09171338622	Mrs. Nancy Pantin CP No. 09318162143
4. Butuan City Division	Butuan City SPED AD Curato St., Butuan City	Ms. Carolyn Caga CP No. 09982859394	Mrs. Leona Carmelo CP No. 0915549733
5. Cabadbaran City Division	JT Domingo Elem. School Laurabel St. Corner Ochoa St., Butuan City	Ms. Rosemarie Bahan CP No. 09489199775	Mrs. Nancy Pantin CP No. 09318162143
6. Siargao, Surigao del Sur, Surigao City Division	Butuan Central Elem. School AD Curato St., Butuan City	Mrs. Luisito Pero CP No. 09275357058	Mrs. Leona Carmelo CP No. 0915549733



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DIVISION	BILLETING SCHOOL	NAME OF SCHOOL HEAD ANS CONTECT NUMBER	PSDS
7. Agusan del Sur Division	Mandacpan Elem. School San Vicente, Butuan City	Mrs. Jocelyn Carampatana CP No. 09171875646	Dr. Jonas Jomonong CP No. 09294576536 / 09173112313
8. Surigao del Norte Division	La Trinidad Elem. School Bonbon, Butuan City	Mrs. Raymund Abuloc CP No. 09171401875	Mrs. Lani Garguena CP No. 09094571371
9. Dinagat Division	Maon IS Maon, Butuan City	Ms. April Ann Bernabe CP No. 09176395308	Mrs. Fe Varona CP No. 09073888662
10. Tandag City Division	Ampayon Central Elem. School Ampayon, Butuan City	Rizza Fanree Vallespin CP No. 09075907941	Ruby Glenn Samson CP No. 09103071704

C. PARTNER AGENCIES CONTACT NUMBERS

ANECO	0909 2668 777
BFP	0931 7218 876
BFP Libertad Station	0981 6166 272
BCWD	0918 9304 234, 0917 188 8726
CDRMO	0951 3877 123
CDRMO Emergency Hotline	09217687287
BCPO	0938 3893 057, 0908 2321 536
LTTMO	0985 7952 039
Standby Ambulance and Medical Crew – Libertad	

D. Schedule of Welcome Night

Date and Time	Billeting Quarter
May 11, 2024 / 5:00PM	Maon IS at Brgy. Golden Ribbon Covered Court
May 11, 2024 / 5:30 PM	Obrero Central ES
May 12, 2024 / 5:30 PM	FR Sibayan Central ES
May 12, 2024 / 6:00 PM	Butuan Central ES
May 12, 2024 / 6:00 PM	JT Domingo Sr. ES
May 12, 2024 / 6:00 PM	Libertad Central ES
May 12, 2024 / 6:00 PM	La Trinidad IS
May 12, 2024 / 6:00 PM	Butuan City SPED Center
May 12, 2024 / 6:00 PM	Ampayon Central ES
May 12, 2024 / 6:00 PM	Mandacpan ES

2024 Regional Academic and Skills Development: RSPC, RFOT, RSTF
Theme: *Galing, Talino at Husay ng Batang Makabansa sa Diwa*
ng MATATAG na Adhika"
May 11-15, 2024
Host: Butuan City Division

REGIONAL TECHNICAL WORKING GROUP AND TERMS OF REFERENCE

Role	Responsible Person	Terms of Reference
EXECOM	Chair: MARIA INES C. ASUNCION Regional Director	- Provides strategic direction and leadership for the RASD. - Approves the overall plan, budget, and activities related to RSPC, RFOT, and RSTF. - Ensures compliance of the RASD activities with DepEd policies and guidelines on co-curricular activities (NSPC, NFOT, and NSTF). - Coordinates with other government agencies and partners for RASD-related initiatives, and addresses critical issues and concerns raised by stakeholders. - Reviews and approves contest results and awards. - Facilitates coordination between different units and divisions within the region. - Provides support and guidance to the RASD Manager and Contest Managers. - Communicates with external stakeholders, including sponsors and media.
	Co-Chair: PEDRO T. ESCOBARTE, JR., CESO V Asst. Regional Director	- Assists the Chairman in overseeing the RASD activities. - Provides support and guidance to the RASD Manager and Contest Managers.

Role	Responsible Person	Terms of Reference
	Members: A. Schools Division Superintendents JEANIE L. MATIVO Agusan del Norte JOSITA B. CARMEN Agusan del Sur MA. TERESA M. REAL Bayugan City GEMMA A. DE PAZ Bislig City MINERVA T. ALBIS Butuan City IMELDA N. SABORNIDO Cabadbaran City FLORENCE E. ALMADEN Dinagat Islands KAREN L. GALANIDA Siargao MARILOU B. DEDUMO Surigao City MANUEL L. CABERTE Surigao del Norte LORENZO O. MACASOCOL Surigao del Sur GREGORIA T. SU Tandag City B. Assistant Schools Division Superintendent HECTOR DN MACALALAG Agusan del Norte MARILOU A. LAURENCIO Agusan del Sur CORAZON P. ROA Bayugan City GLORIAN B. EDEROSAS Bislig City LEONEVEE V. SILVOSA Butuan City LOVE EMMA B. SUDARIO Cabadbaran City	- Coordinates with other government agencies and partners for RASD-related initiatives. - Reviews evaluation and contest reports and provides feedback to the Chairman. - Facilitates communication and collaboration among TWG members. - Participates in the evaluation and improvement of RASD processes and procedures.

Role	Responsible Person	Terms of Reference
	BRYAN L. ARREO Dinagat Islands ROEL T. DIAMANTE Siargao GILBERT L. GAYRAMA Surigao City SEGUNDINO A. MADJOS, JR. Surigao del Norte LAILA F. DANAQUE Surigao del Sur JASMIN R. LACUNA Tandag City	
RASD Manager	Chair: BERNABE L. LINO CLMD Chief ES Co-Chair: MARIA DINAH D. ABALOS CID Chief, Butuan City (Host Division) Members: CID Chiefs RAYFROCINA T. ABAO Agusan del Norte LORNA P. GAYOL Agusan del Sur IMEE R. VICARIATO Bayugan City MARVILYN C. FRANCIA Bislig City FELDRID P. SUAN Cabadbaran City LOPE C. PAPELERAS Dinagat Islands GEMNA G. POBE Siargao CARLO P. TANTOY Surigao City DOMINICO P. LARONG, JR. Surigao del Norte	- Manages the planning, organization, and implementation of the RASD. - Develops detailed operational plans and timelines for RSPC, RFOT, and RSTF. - Coordinates with different units and divisions to ensure smooth execution of the event. - Oversees budget preparation and expenditure monitoring. - Supervises the work of the Contest Managers - Liaises with external stakeholders, including schools, LGUs, sponsors, and media. - Addresses logistical challenges and resolves issues as they arise. - Implements improvements based on feedback and lessons learned. - Represents the RASD in meetings, conferences, and public engagements. - Prepare plaques for the host SDO, LGU, and other stakeholders. - Collects the evaluation and contest results of the

Role	Responsible Person	Terms of Reference
	FLUELLEN L. COS Surigao del Sur JEANETTE R. ISIDRO Tandag City	RASD and submits report to the EXECOM.
RSPC Focal Persons	Over-all: Gladys S. Asis EPS in English Member: Maria Consuelo C. Jamera, EPS in Filipino	- Leads the planning and execution of the Regional Schools Press Conference (RSPC). - Adopts contest guidelines, themes, and criteria for judging per DepEd Policies and Issuances on NSPC. - Identifies and secures resources and materials needed for the competition. - Identify contest facilitators, and judges. - Draft letter of invitation for all identified judges, contest facilitators external to DepEd, and other guests. - Coordinates with schools and coaches regarding participation and registration. - Identify and orient facilitators and judges for the competition. - Reviews entries and ensures adherence to contest rules. - Oversees the scheduling of events and activities during the RSPC. - Coordinates with the media for coverage and publicity of the event. - Organizes awarding ceremonies and prepares certificates, medals, and plaques for the winners. - Provides feedback and recommendations for RSPC improvement to the RASD Manager. - Collaborates with other Contest Managers for



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Role	Responsible Person	Terms of Reference
		cross-event coordination and support. - Ensures the smooth flow of events and activities during the RFOT. - Conducts post-event evaluation and prepares reports for the RASD Manager
RFOT Focal Persons	Over-all Focal Person: CELSA M. CATALUÑA EPS in TLE Members: BERNARD C. ABELLANA Sining Tanghalan JOSEPHINE CHONIE M. OBSEÑARES Population Development MARIA CONSUELO C. JAMERA Read-A-Thon Filipino/ Lingo Stars GLADYS S. ASIS Read-A-Thon English ELENA N. CAPANGPANGAN SNED Expo RHEA J. YPARRAGUIRRE Musabagah KEVIN HOPE Z. SALVAÑA STEMazing	- Leads the planning and execution of the Regional Festival of Talents (RFOT). - Adopts contest guidelines, themes, and criteria for judging per DepEd Policies and Issuances on NFOT. - Identifies and secures resources and materials needed for the competition from the Regional EPSs handling RFOT contests. - Identify contest facilitators, and judges. - Draft letter of invitation for all identified judges, contest facilitators external to DepEd, and other guests. - Coordinates, along with the Regional EPSs handling RFOT contests, with schools and coaches regarding participation and registration. - Identify and orient facilitators and judges for the competition through the Regional EPSs handling RFOT contests - Reviews entries and ensures adherence to contest rules. - Oversees the scheduling of events and activities during the RFOT. - Coordinates with the media for coverage and publicity of the event. - Organizes awarding ceremonies and prepares



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Role	Responsible Person	Terms of Reference
		certificates, medals, and plaques for the winners. • Provides feedback and recommendations for RFOT improvement to the RASD Manager. • Collaborates with other Contest Managers for cross-event coordination and support. • Ensures the smooth flow of events and activities during the RFOT. • Conducts post-event evaluation and prepares reports for the RASD Manager.
RSTF Contest Manager	KEVIN HOPE Z. SALVAÑA EPS in Science	• Leads the planning and execution of the Regional Science and Technology Fair (RSTF). • Adopts contest guidelines, themes, and criteria for judging per DepEd Policies and Issuances on NSTF. • Identifies and secures resources and materials needed for the competition. • Identify contest facilitators, judges, and members of the Scientific Research Committee. • Draft letter of invitation for all identified judges, contest facilitators external to DepEd, and other guests. • Coordinates, along with the Regional EPS in Mathematics, with schools and coaches regarding participation and registration. • Identify and orient facilitators and judges for the competition. • Reviews entries and ensures adherence to contest rules.



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Role	Responsible Person	Terms of Reference
		- Oversees the scheduling of events and activities during the RSTF. - Coordinates with the media for coverage and publicity of the event. - Organizes awarding ceremonies and prepares certificates, medals, and plaques for the winners. - Oversees the setup and arrangement of project exhibition areas. - Coordinates with the Scientific Research Committee for project evaluation and judging. - Provides feedback and recommendations for RSTF improvement to the RASD Manager. - Collaborates with other Contest Managers for cross-event coordination and support. - Ensures the smooth flow of events and activities during the RSTF. - Conducts post-event evaluation and prepares reports for the RASD Manager.
Contest Administrators/ Facilitators	Select teaching and non-teaching personnel (<i>Names are identified by the RSPC, RFOT, and RSTF Contest Managers and are reflected in the Regional Memorandum for the specific event</i>)	- Assist in the planning and execution of contests during the RASD. - Serve as point persons for participants, coaches, and guests during the event. - Provide guidance and support to contestants before, during, and after competitions. - Ensure that participants understand contest rules, procedures, and schedules. - Facilitate the smooth conduct of events, including registration, briefings, and presentations.



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Role	Responsible Person	Terms of Reference
		the DepEd-Caraga Region and participating schools. - Assists in the dissemination of information and guidelines to schools within the division. - Coordinates with local government units and other stakeholders for support. - Ensures compliance with DepEd policies and guidelines on co-curricular activities. - Manages the registration process for participants and guests. - Provides technical assistance and resources to schools as needed. - Coordinates with security and emergency response teams to ensure safety during the event. - Participates in post-event evaluation and provides feedback for improvement.
Host LGU	Butuan City	- Provides support in terms of logistical, financial, security, and human resource augmentation. - Assists in securing venues and facilities for the event. - Coordinates with local agencies for security, traffic management, and emergency response. - Promotes the event within the local community through various channels. - Provides logistical support, including transportation and accommodations for participants if needed. - Facilitates coordination between the DepEd-Caraga Region, host division, and other stakeholders.



Role	Responsible Person	Terms of Reference
		• Participates in planning meetings and provides input on event logistics and operations. • Assists in the setup and decoration of event venues. • Offers hospitality services for guests and VIPs attending the event. • Collaborates with the DepEd-Caraga Region and host SDO in post-event activities, such as cleanup and debriefing.



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