



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

AUGUST 26, 2025

DIVISION MEMORANDUM

No. 403, s. 2025

2025 DIVISION SCIENCE AND MATHEMATICS TECHNOLOGY FAIR (DSTMF)

To : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
School Heads of Public and Private Secondary Schools
District Science and Mathematics Coordinators
STE and STEM Coordinators
All Others Concerned

1. In line with the celebration of the 2025 National Science Club Month (Presidential Proclamation No. 264, s. 2002) and the 2025 Regional Science, Technology, and Mathematics Fair (RM No. 975, s. 2025) , the Calbayog City Division Office, through the Curriculum Implementation Division (CID), is pleased to announce the **2025 Division Science, Technology, and Mathematics Fair (DSTMF)** with the theme "Harnessing the Unknown: Powering the Future Through Science and Innovation," on **September 25-26, 2025** in Calbayog City National High School, Calbayog 3 district.

2. The DSTMF aims to:

- (a.) Enhance the learners' interest in Science, Technology, Engineering, and Mathematics (STEM) through engaging activities related to investigatory projects.
- (b.) Foster the holistic development of learners by encouraging their participation in STEM-related research, experiments, and problem-solving initiatives that can benefit society.

(c.) Provide opportunities for learners to showcase their scientific research, innovations, and projects in a collaborative environment, engaging the public, educators, and fellow students in scientific discourse.

3. The activity focuses on Science Investigatory Projects (SIP) Competitions, which are categorized into various fields of study. Each district is encouraged to submit investigatory projects from secondary students in both individual and team categories across the following fields: Life Science, Physical Science, Robotics, STEM Innovation Expo, and Mathematics Investigatory Project.

4. All submissions must adhere to the guidelines and contest mechanics set forth in the NSTF (National Science and Technology Fair) Manual to ensure consistency and compliance with national standards.

5. The official participants for each district will be the Rank 1 winners, or the selected entries in each of the different categories, whose submissions have been approved by the District Level Scientific Review Committee (DRC). The description and number of official participants and other party members are attached herewith.

6. Participation in this activity should strictly adhere to the DepEd Order No. 9, s. 2005 on the **"No Disruption of Classes"** policy. To ensure that the policy is strictly followed, participating schools are required to implement a mechanism for handling the classes of teachers involved in the event. This may include utilizing substitute teachers, adjusting class schedules, or assigning temporary class monitors. Furthermore, participating research-students must be provided with ample opportunity to complete any missed assignments, quizzes, and other academic requirements. Teachers are encouraged to provide modules or alternative learning materials to ensure these students remain on track with their lessons and do not fall behind.

7. The host school, Calbayog City National High School, will oversee the event. Expenses related to organizing the activity will be charged to the school's MOOE (Maintenance and Other Operating Expenses) or other eligible fund sources, in compliance with the usual accounting and auditing rules and regulations. While, food and travel expenses for the contestants and coaches will be charged to their respective schools' MOOE and other available sources of funds, following the same accounting and auditing guidelines.



8. All expenses related to the organization of the event will be charged to the host school's Maintenance and Other Operating Expenses (MOOE) or other eligible fund sources, in strict compliance with government accounting and auditing rules and regulations. Meanwhile, registration fees, food, and travel expenses for contestants and coaches will be charged

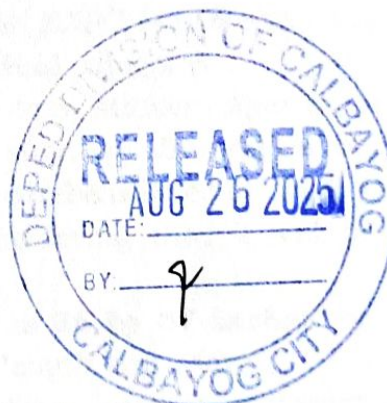
to their respective schools' MOOE and other available funds, following the same accounting and auditing guidelines.

9. Immediate dissemination of and strict compliance with this memorandum are desired.


MARGARITO A. CADAYONA JR. PhD, CESO VI

Officer-in-Charge

 Office of the Schools Division Superintendent 



Enclosure: As stated
Reference: As stated

To be indicated in the Perpetual Index under the following subjects:
curriculum learning area, science

programs

contests DSTMF

Enclosure No.1 to the Division Memorandum No. ____s.2025

DSTMF CONTEXTUALIZED GUIDELINES

The following are the contextualized guidelines on the conduct of DSTMF. All other related provisions in the STF handbook that are inconsistent with these contextualized guidelines are modified accordingly.

1. All divisions must ensure that a study/investigatory project is submitted as entry to ONE category ONLY. In case a project was submitted to two or more categories, it will be disqualified to participate in all categories.
2. In case the District 1st Placer cannot participate in the DSTMF, the second then Third ranks must be prioritized as replacement, following the rank sequence. This must be done prior to the submission of indorsement of the District Official List of Participants.
3. All projects must be a full or complete study and not a proposal. Product-based projects are highly encouraged.
4. The final products from the RIM and SIE categories are highly encouraged to be brought and presented during the Congress proper. In case of logistic challenges, a video presentation of the product can be utilized.
5. The code of the STEM Innovation EXPO is **SIE** and color code is **white for Team** and **black for Individual** categories.
6. The poster exhibit shall use photo or sticker paper in tarp style. If this is not available, other paper such as illustration board, cartolina, manila paper, or recycled paper can be utilized or photomatte. This must be sturdy and lightweight considering that it will be clipped on a wire/string for exhibit.
7. The size of the **poster display** is **36 by 67 inches** for all categories. With 1 inch allowance for both length and width.
8. Failure to follow the set guidelines, including correct entries in the Forms, the size of the poster, are subject to point deductions. The deduction to the participants' final rating will be based on the agreement and decision of the Board of Judges.
9. The special awards will include the Best in Best Poster and Best Presenter.

The following are the criteria for judging:

- a) Best Project: Tuklas
 - Creative Ability – 30%
 - Scientific Thought – 30%
 - Thoroughness – 15%
 - Skill – 15%
 - Clarity – 10%
- b) Best Project: Innovation Expo

- Originality and Creativity – 25%
 - Community Connection and Impact – 20%
 - Market Effectiveness – 15%
 - Functionality and Technology Validation – 25%
 - Presentation and Product Presentation - 15%
- c) Best Poster
- Visual Impact and Clarity – 40%
 - Content Quality and Relevance – 40%
 - Originality and Engagement – 20%
- d) Best Presenter
- Clarity and Communication – 40%
 - Engagement and Passion – 30%
 - Content Knowledge – 20%
 - Q&A Handling and Time Management – 10%
10. The Overall Division Winners will be identified through the consolidated rank system from all categories.

PROGRAM OF ACTIVITIES

September 25-26,2025

| DAY | ACTIVITY | VENUE |
|-------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Day 0 | PM: TWG meeting and preparation Setting up of poster displays | CCNHS Principal's Office CCNHS Conference Hall CCNHS Senior High School lobby |
| Day 1 | AM: Opening Program Poster Exhibit PM: Congress Proper | Division Conference Hall; Respective Congress Proper Venue |
| Day 2 | AM: Congress Proper Final Deliberation PM: Closing and Awarding Ceremony | Respective Congress Proper Venue CCNHS Conference Hall |

The activities schedule is subject to change. Participants are advised to stay updated on any announcements regarding adjustments.

Contestants from distant location are advise to set up the poster exhibit on day 0

Enclosure No.2 to the Division Memorandum No. __s.2025

COMMITTEES AND ITS TERMS OF REFERENCE (TORS)

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| Division Management Team (DMT) | <p><i>Chairman:</i> Dr. Margarito A. Cadayona Jr.</p> <p><i>Vice Chairman:</i> Dr. Jun-Nilou D. Dulfo Dr. Renato S. Cagomoc</p> <p><i>Members:</i> Joshua Sherwin T. Lim Joy B. Saldana</p> | |
| Committee | Name of Members | TORs |
| Steering Committee | Joy B. Saldana Milaner R. Oyo-a (C3) Elizabeth B. Lumod Leny P. Yu Madelyn S. Temporosa | <ul style="list-style-type: none"> • Provide strategic guidance and oversight the DSTMF. • Responsible for making high-level decisions, ensuring the project aligns with the organization's goals. • Monitoring overall progress. • Leads meetings, sets the agenda, and acts as the main point of contact. |
| Registration Committee | Chairperson: Nica C. Lagarde Nick Rojo | <ul style="list-style-type: none"> • Ensures the smooth and systematic enlistment of participants, advisers, and guests. • Provides basic information to the participants, such as billeting areas, contest and activity venues, and other pertinent information of the place. • Ensures the accuracy, completeness, and timely the distribution of IDs and other relevant materials (if any) to be given during the registration. • Ensures that all participants have signed the Attendance Sheets from Day 1 to Day 2. • Coordinates with the program lead to provide a complete and exact registered number of participants. • Ensures distribution of the Certificate of Appearance at the end of the entire activity. |
| Science Congress and Poster Exhibit Committee | Chairperson: Benjie A. Beduya (O1) Normel C. Galias (T3) Paulo B. Lauzon Lizabon Tomnob-Cortez Life Science: Dr. Bonifacio P. Pondang (C5) | <ul style="list-style-type: none"> • Quality assures the compliance of the displays to the guidelines. • Checks and provide corrections on the poster display (size, content, and other standards). • Arrange and assign areas for the poster display of each entry. |

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| | <p>Mrs. Josephine Magbutay (C4) Arnel A. Julaton</p> <p>Physical Science: Danilo S. Jadulco (T1) Nicolas B. Tarrayo Jr. (O3) Lea L. Jordan Welson M. Cajés</p> <p>Robotics and Intelligent Machine: Ma. Rona L. delos Reyes (O2) Dr. Jaime E. Sagayap Jr. (C5) Revi Dareyn Go-Calim</p> <p>Science Innovation Expo: Malvin D. Regulacion (C6) Robirth M. Ornopia (T2) Mildred G. Armateo</p> <p>Mathematics and Computational Science: Dr. Normel John Manuales (O3) Dr. Virginia A. Millares (T1) Jaysam M. Casaljay (C5) Virginia Paglinawan</p> | <ul style="list-style-type: none"> • Checks and corrects (if any) codes assigned per manuscript/presenter. • Ensures that judges, finalists, and observers are in the congress venue. • Ensures that all participants in the room adheres with the house rules. • Facilitates the presenters use of LCD projector or gadget(s) for presentation. • Keeps time on task and adheres to the time schedule. • Provides scoresheet and other needed materials to BOJ. • Traffics the flow of the presenters from holding the presentation area. • Helps tabulate the scores of all judges, if needed. • Secures all scoresheets and manuscripts after congress and submit to the Records and Documentation Committee. • Observe CLAYGO policy (clean as you go). |
| Logistics, Welfare, and Venue Committee | <p>Chairperson: Perpetua M. Ignacio Archie Espiña Jeffrey Ignacio Reynaldo Laguipo</p> | <ul style="list-style-type: none"> • Ensures that contest-proper hall/rooms and holding areas/rooms are prepared for the activity. • Labels all rooms and areas used for the activity. • Designs the setup of the plenary hall and poster exhibit are. • Ensures that all needed facilities such as but not limited to chairs, tables, LCDs, sound system, signages, etc. are available and are functioning well. • Makes arrangement for the room assignment (accommodation) of the judges, management team, TWG, and guests. |
| Program and Documentation Committee | <p>Chairperson: Dulce Montano-Luaton Jose Arvin M. Dogillo Elexis L. Ruiz Jialyn Siara D. Seragon</p> | <ul style="list-style-type: none"> • Ensures an organized and well-executed program flow (practice for actual and closing programs). • Prepares invitations and letters for the guests, VIPs and delegates. • Ensures that contents' schedule is being followed. • Coordinates with other committees regarding the schedule of events, and other program arrangements. |

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| | | <ul style="list-style-type: none"> • Ensures that emcee(s) is/are ready. • Arranges the flow of the program accordingly. |
| Awards and Certificates Committee | Chairperson: Leira Jane B. Amador Melissa Ruano | <ul style="list-style-type: none"> • Ensure the accuracy, adequacy, and availability of all medals, trophies, and tokens. • Ensures that all certificates are printed out. • Creates the slide decks/presentation of results. • Coordinates closely with the Program Committee regarding the distribution of awards and the needed ushers and usherettes. • Safeguards the unclaimed certificates, medals, and trophies. • Ensures that extra medals, trophies, and tokens are available in case the need for replacement arises. • Ensures that Certificate of Recognition is available and properly distributed. |
| Results and Documents Committee | Chairperson: Rosela A. Armamento Eric O. Oguis | <ul style="list-style-type: none"> • Keeps complete records as to name of participants on the results of the contest. • Reviews, tabulates, and consolidates the results for each contest submitted by the board of judges. • Ensures that all results are exactly computed reflecting some deductions, if applicable. • Announces the results of the contests. • Coordinates with Awards Committee for the giving of awards. |
| Secretariat | Chairperson: Ma. Cecilia A. Padayao Elma Garalza | <ul style="list-style-type: none"> • Serves as Information Desk as needed for the whole duration of the activity. • Compiles all documents (registration sheets, attendance and other papers from the participants, and BOJs). • Serves as runners as the need arises. • Ushers participants going to venue and to their proper seating arrangement. • Prints all necessary documents (judges forms, evaluation forms, attendance sheets, programs etc). |

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| | | <ul style="list-style-type: none"> • Ensures that materials needed by the Management Team are prepared. • Shall prepare all certificates needed in the activity (appearance, participation, and recognition). |
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| CATEGORY/ ACTIVITY | TWG (DIVISION) | TWG (SCHOOL) | VENUE |
|------------------------------------------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------------------------------|
| Opening /Closing Program | Joy B. Saldana Joshua Sherwin T. Lim | Milaner R. Oyo-a Elizabeth B. Lumod Leny P. Yu Madelyn S. Temporosa | TBA |
| Poster Exhibit | Benjie A. Beduya (O1) Normel C. Galias (T3) | Paulo B. Lauzon Lizabon Tomnob- Cortez | CCNHS Conference Hall/Lobby |
| Life Science | Dr. Bonifacio P. Pondang (C5) Mrs. Josephine Magbutay (C4) | Arnel A. Julaton | STE Bldg. Room 1 |
| Physical Science | Danilo S. Jadulco (T1) Nicolas B. Tarrayo Jr. (O3) Lea L. Jordan | Welson M. Cajes | STE Bldg. Room 3 |
| Robotics and Intelligent Machine | Ma. Rona L. delos Reyes (O2) Dr. Jaime E. Sagayap Jr. (C5) | Revi Dareyn Go- Calim | STE Bldg. Room 6 |
| Science Innovation Expo | Malvin D. Regulacion (C6) Robirth M. Ornopia (T2) | Mildred G. Armateo | STE Bldg. Room 7 |
| Mathematics and Computational Science | Dr. Normel John Manuales (O3) Dr. Virginia A. Millares (T1) Jaysam M. Casaljay (C5) | Virginia Paglinawan | STE Bldg. Room 13 |