



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

27 September 2024

Regional Memorandum

No.681 s.2024

2024 REGIONAL SCIENCE AND TECHNOLOGY FAIR (RSTF)

To **Schools Division Superintendents**

1. Relative to DepEd Unnumbered Memorandum entitled “National Science and Technology Fair for School Year 2024–2025”, this Office announces the conduct of 2024 RSTF with the theme “**Towards a Shared Vision: Exploring the Future for a Better Tomorrow**” on November 13 to 14, 2024 at Lucena City, Quezon Province with the specific venue to be announced via a separate advisory.
2. This activity aims to provide opportunities for learners from public and private junior and senior high schools to showcase their research projects based on their field of interest and real-world problems, issues, and concerns. It also aims to recognize the most creative and market-viable project addressing major issues in food safety, water conservation, renewable energy, cyber security, road safety, health, disaster mitigation, agriculture, and the environment.
3. The following are the enclosures for reference:
 - a. Enclosure No. 1: Guidelines on the Conduct of 2024 RSTF
 - b. Enclosure No. 2: Timeline of Activities
 - c. Enclosure No. 3: Regional Management Team
 - d. Enclosure No. 4: List of Event Facilitators and Working Committees
 - e. Enclosure No. 5: Terms of References
 - f. Enclosure No. 6: Submission Form for the Official List of Participants
 - g. Enclosure No. 7: Program Matrix
4. For the SDO Delegation, food during Day 1 of the activity on the venue shall be charged to Regional funds and PSF SARO No. OSEC-4A-24-0739 while the traveling expenses, and other incidental expenses of the official participants relative to the conduct of this activity shall be charged against local or MOOE funds subject to the usual government accounting and auditing rules and regulations. For the Regional Technical Working Group, foods, RSTF materials, traveling expenses, and other incidental expenses shall be charged against Regional Funds and PSF downloaded funds subject to the usual government accounting and auditing rules and regulations.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

5. For questions and clarifications, please contact **PAUL GENGE L. OCAMPO**, Education Program Supervisor at paul.ocampo@deped.gov.ph or the Chief of the Curriculum and Learning Management Division (CLMD), **VIERNALYN M. NAMA** at (02) 647-7487 loc. 420 or via email @ clmd.calabarzon@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROC7

Enclosure 1: General Guidelines in the Conduct of the 2024 Regional Science and Technology Fair (RSTF)

GUIDELINES IN THE CONDUCT OF 2024 RSTF

(Reference: School, Division, Regional, and National Science and Technology Fair Guidebook, First Edition)

The procedures for the competition are as follows:

1. The competition is open to Grades 9-12 learners of both public and private high schools in Region IV-A CALABARZON who have not reached the age of 20 on or before May 1 of the current school year.
2. Learners may work individually or in teams with 2-3 members from the same school. Each learner is only allowed to submit one (1) research project in one (1) of the four (4) research categories: Life Science, Physical Science, Robotics and Intelligent Machines, and Mathematics and Computational Sciences. The project should include no more than 12 months of continuous research and should not include research activities performed before January of the previous school year. (e.g., For the school year 2024-2025 with the target opening of classes on July 2024 and ISEF on May 2025, research projects may be accomplished within 1-12 month/s starting from January 2024 to January 2025).
3. The winners in each category of TUKLAS and Innovation Expo in the Division Science and Technology Fair (DSTF) will be screened by the Regional Scientific Review Committee (RRC) via online submission and evaluation of projects through necessary documents and attachments based on the complete guidelines for judging the competition.
4. In addition to item number 3, a video with a span of 3 to 5 minutes must also be submitted for further validation showcasing the process of the Innovation Expo or Tuklas Project with highlights on the research output.
5. The top 5 qualifiers of each category from the initial screening will advance to the Regional Science and Technology Fair (RSTF) for the actual validation, showcasing, and screening of the project. First placers in each category in the Regional Science and Technology Fair (RSTF) will advance to the National Science and Technology Fair (NSTF).
6. Participation in this activity is voluntary and no registration fee will be collected.

Enclosure 2: Timeline of Activities

Timeline of Activities

Activity	Date	Responsible Office / Unit
School Science and Technology Fair	September 2024	Schools, OSDS, and CID
Division Science and Technology Fair	October 2024	OSDS and CID
Online Orientation of Regional Technical Working Group (RTWG) and All Science EPSs	October 22, 2024	CLMD
Online Submission of Official Participants per SDO	October 25, 2024	CLMD
Online Submission and Preliminary Screening of Division Entry for Each Contest Category	October 25, 2024	CLMD and RRC
Announcement of Qualified Entry for the Regional Science and Technology Fair	November 6, 2024	CLMD
Online Solidarity Meeting between RTWG and the Coaches	November 8, 2024	CLMD
Regional Science and Technology Fair	November 13-14, 2024	CLMD
Final Revision of Winning Entry and Other Entry Requirements	November 15 - 30, 2024	OSDS, CID, and CLMD
Submission of Results and Reports to the Bureau of Curriculum Development	December 12, 2024	CLMD
National Science and Technology Fair	March 10-14, 2025	BCD

Enclosure No 3: Regional Management Team for 2024 RSTF

Regional Management Team

Terms of Reference	Name	Position
Overall-Chairperson	Atty. Alberto T. Escobarte, CESO II	Regional Director
Overall Vice-Chairperson	Loida N. Nidea	Assistant Regional Director
Management Team Chairperson	Viernalyn M. Nama	CLMD-Chief
Vice-Chairperson Management Team	Paul Gence L. Ocampo	Education Program Supervisor – Science
Member	Virgilio O. Guevarra	Education Program Supervisor – TLE
Member	Eugene Ray Santos	Education Program Supervisor – English
Member	Margaret P. Musa	Education Program Supervisor – Values
Member	Louwisito O. Erni	Education Program Supervisor – MAPEH
Member	Emelia P. Crescini	Education Program Supervisor – A.P.
Member	Dianne Catherine T. Antonio	Education Program Supervisor – Filipino
Member	Elaine T. Balaogan	Education Program Supervisor -ALS
Member	Hazel Tesoro	Education Program Supervisor – ELLN
Member	Philips T. Monterola	Regional Coordinator -SPED
Member	Gilbert Cruz	Regional Coordinator - Mathematics

Enclosure No 4: List of Event Facilitators and Working Committees

List of Event Facilitators

Event	Name of Event Facilitator	Name of Co-Facilitator
Life Science Category (Individual and Team)	Madeleine F. Gatchalian	Jocelyn B. Reyes
Physical Science Category (Individual and Team)	Michael Leonard D. Lubiano	Ma. Fe Lorelei E. Amon
Mathematics and Computational Science Category (Individual and Team)	Percival F. Halili	Rosziel S. Rosales
Robotics and Intelligent Machines Category (Individual and Team)	Rizza D. Soberano	Rochelle S. Balete
Science Innovation Expo (Individual and Team)	Erwin R. Abrencillo	Sheilah May M. Villamor

List of Event Committees

Team Composition	Records and Result Committee	Food Committee	Medical Committee
Chairman	Gilbert Cruz	Philips Monterola	Maricel P. Malabanan
Co-Chairman	Virgilio O. Guevarra	Rowena Cabanding	Alvin P. Divina
Member	Margaret P. Musa	Jojo P. Orap	Marlyn Baroja

Team Composition	Program Events and Invitation Committee	Certificate Committee	ICT Committee
Chairman	Paul Gence L. Ocampo	Dennis Masangcay	Jhonie Jeff I. Marquez
Co-Chairman	Ma. Belynda L. Lallabban	Joseph C. Damian	Lana Leyne C. Capistrano
Member	Georgen M. Accad	Madeleine F. Gatchalian	Francia C. Silva

Team Composition	Registration and Attendance Committee	Stage and Events Area Committee	Documentation Committee
Chairman	Dennis B. Masangcay	Carmela Ezel Orogo	Marvelino Niem
Co-Chairman	Ronaldo P. Bago	Louisito Ernie	Ma. Leonora M. Natividad
Member	Robert John D. De la Cruz	Cecilia B. Castillo	Marites R. Macasiab

TERMS OF REFERENCES

A. Records and Results Committee

1. Prepare a secured database for the information of SDO Official Delegates, Regional Technical Working Group, Event Facilitators, and Judges.
2. Devise a mechanism for strategic submission of the results of different events.
3. Coordinate with the certificate committee.

B. Medical Committee

1. Ensure the health and safety of all the RSTF participants.
2. Identify medical supplies needed for the RSTF.
3. Coordinate with the Asset Management Section Head on the availability of medical supplies needed for the RSTF.
4. Provide first aid procedures to the participants if necessary.

C. Certificate Committee

1. Provide certificate of appearance, certificate of participation and certificate of recognition.
2. Coordinate with records and results committee and registration and attendance committee.

D. Program Events and Invitation Committee

1. Design and distribute the printout of the 2024 RSTF program and invitation.
2. Provide a template to be used for the invitation of judges.
3. Provide all the necessary documents for the procurement of judges' services.

E. Registration and Attendance Committee

1. Prepare and submit the complete and certified registration and attendance Form to the Chairperson of Regional Management Team.
2. Collaborate with records and results committee and certificate committee.

F. Stage and Events Area Committee

1. Collaborate with program committee in designing the stage for the opening program.
2. Prepare the events area.
3. Ensure the cleanliness of the events area.
4. Ensure the safety of the RTW, participants and guest during the conduct of the activity.
5. Assign specific area for the Display Board of the participants.

G. ICT and Documentation Committee

1. Capture pictures and videos during the activity.
2. Create a secured data hub for the captured video with separated folder for each event category.
3. Provide a 10-minute creative video covering all the activities at RSTF.
4. Collaborate with event facilitators.

H. Food Committee

1. Prepare and submit 3 copies/sets of complete and certified meal attendance
2. Devise a strategy for distributing meals and snacks to RTWG and judges.

I. Event Facilitator

1. Facilitate the opening program in their respective events.
2. Check the attendance and eligibility of the learners.
3. Check all the necessary materials and paraphernalia to be used in the event.
4. Ensure the safety of the participants.

5. Facilitate the event activity assigned as per the agenda.
6. Ensure that the event stays on schedule and that participants are engaged.
7. Encourage participation, interaction, and knowledge sharing among attendees.
8. Address any issues or challenges that arise during the event.
9. Maintain a positive and inclusive atmosphere for the event assigned.

J. Event Co-Facilitator and Member

1. Assist the event facilitator in all its duties.
2. Act as timekeeper.
3. Assist the judges in the event.
4. Act as documenter and submit pictures and videos to the head of the documentation committee.
5. Prepare the scoresheets (electronic and printed) to be used by the judges.
6. Collaborate with record and results committee.

K. Judges

1. Evaluate the output of the learners using the BOJ Project evaluation form.
2. Provide feedback review and recommendations both for winning and non-winning entry.
3. Submit the official result to the records committee.

Enclosure No. 6: Form for the Official List of Participants

LIST OF PARTICIPANTS

Division: _____

DSTF Focal Person: _____ CP. Number: _____

Facebook Name: _____ Email Address: _____

EVENT CATEGORY	Title of Research Entry	NAME OF LEARNER	GRADE LEVEL	COACH
Life Science Category (Individual)		1.		
Life Science Category (Team)		1.		
		2.		
		3.		
Physical Science Category (Individual)		1.		
Physical Science Category (Team)		1.		
		2.		
		3.		
Robotics and Intelligent Machines Category (Individual)		1.		
Robotics and Intelligent Machines Category (Team)		1.		
		2.		
		3.		
Mathematics and Computational Science Category (Individual)		1.		
Mathematics and Computational Science Category (Team)		1.		
		2.		
		3.		
Science Innovation Expo (Individual)		1.		
Science Innovation Expo (Team)		1.		
		2.		
		3.		

Enclosure No. 7: Program Matrix

2024 RSTF MATRIX OF ACTIVITIES

TIME	Day 0 November 12, 2024	DAY 1 November 13, 2024		DAY 2 November 14, 2024
8:00 – 9:00	Venue Preparation	Registration		RRC Feedback Review and Recommendations for the NSTF Qualified Entries
9:00 – 10:00		Opening Program		
10:00 – 11:00		Arrangement of Display Board for TUKLAS Entries	Life Science Category (Individual)	
11:00 – 12:00		Arrangement of Display Board for Innovation Expo Entries	Life Science Category (Team)	
12:00 – 1:00		Lunch Break		
1:00 – 2:00	Coordination Meeting with the Division Technical Working Group	Science Innovation Expo (Individual)	Physical Science Category (Individual)	RRC Feedback Review and Recommendations for the NSTF Qualified Entries
2:00 – 3:00		Science Innovation Expo (Team)	Physical Science Category (Team)	
3:00 – 4:00		Robotics and Intelligent Machines Category (Individual)	Mathematics and Computational Science Category (Individual)	
4:00 – 5:00		Robotics and Intelligent Machines Category (Team)	Mathematics and Computational Science Category (Team)	
5:00 – 8:00		Cultural Exchange (Mix Night) and Closing Program		