

Republic of the Philippines **DEPARTMENT OF EDUCATION**

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DEPARTMENT OF EDUCATION

DepED Complex, Meralco Avenue, Pasig City, Philippines

OCT 3 0 2009

DepEd MEMORANDUM No. 477, s. 2009

> 8TH STUDENT TECHNOLOGISTS AND ENTREPRENEURS OF THE PHILIPPINES-NATIONAL SKILLS DEVELOPMENT AND COMPETITIONS (STEP-NSDC)

To: Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools
Division and Regional EPP/TLE/TVE Education Supervisors/Coordinators

- 1. Pursuant to DepEd Memorandum No. 348, s. 2009 on the Guidelines in the Conduct of STEP Skills Development and Competitions in Various Levels and Categories, the Department of Education (DepEd) will conduct the 8th Student Technologists and Entrepreneurs of the Philippines-National Skills Development and Competitions (STEP-NSDC) on February 5-10, 2010 at the Camarines Sur National High School, Naga City.
- 2. The STEP is the official co-curricular organization of the Department of Education in the Edukasyong Pantahanan at Pangkabuhayan (EPP), Technology and Livelihood Education (TLE) and Technical-Vocational Education (TVE) which provides pupils and students with practical experiences, technical know-how and opportunities in home economics, agricultural technology, industrial arts, entrepreneurship and ICT integration while developing their leadership abilities and personal skills, and building wholesome character to strengthen national competitiveness and productivity.
- 3. With the rallying banner "STEP: Upgrading Skills, Improving Lives", this year's edition of the STEP-NSDC shall feature eleven (11) skills in the elementary category, eighteen (18) skills and three (3) other contests in the secondary category, and twenty-four (24) skills in the technical-vocational category apart from the Annual STEP Awards and other activities.
- 4. In view thereof, only first place regional winners shall compete during the STEP-NSDC. Further, the guidelines specified in DepEd Memorandum No. 348, s. 2009 and its enclosures shall apply in its entirety in the conduct of the STEP-NSDC except as may otherwise be provided.
- 5. Travel of participants shall be **on official business**. The registration fee for each participant is Four Thousand Seven Hundred Pesos (PhP4,700.00) chargeable against school, division and regional funds, MOOE, PTA Funds, Local School Board Funds/Special Education Funds, STEP Funds and other available sources or sourced from private organizations, subject to availability of funds and the usual accounting and auditing rules and regulations. The registration fees collected shall be used to directly pay expenses for accommodation and meals from dinner of Day 0 to breakfast of Day 5, contest materials, equipment, use of the venue, light and sounds services, competition kits and forms, certificates, medals, prizes, trophies, honoraria, bags, shirts, souvenir items, supplies and materials and other related, necessary and incidental expenses. Participants from the private schools shall make necessary arrangements with their respective schools in connection with their attendance to the STEP-NSDC.

- 6. Student-participants shall be given enough time to prepare for quizzes and other examinations missed during the conduct of the STEP-NSDC. Student-participants shall also be allowed reasonable time to comply with, and submit other requirements, of the different subject areas.
- 7. Members of the National Organizing Committee and Secretariat are authorized to travel three (3) days before the start of the STEP-NSDC and two (2) days after the event.
- 8. The DepEd-CSCA, through its Head as the concurrent STEP National Adviser, is authorized to execute necessary management actions and decisions in the implementation of the STEP-NSDC.
- 9. For purposes of verifying official contestants, coaches, awardees and officers of organizations, the Regional TLE Supervisors/Coordinators as the Regional STEP Coordinators shall send the following to, and received by, the DepEd-CSCA on or before January 18, 2010:
 - a. Official List of Contestants, Awardees and Coaches using Enclosure 3; and
 - b. Official List of Elected Officers of the Regional Board of Advisers Organization (RBAO) and the Regional Board of Students Organization (RBSO).
- 10. All Regional Directors (RDs) and the Schools Division/City Superintendents are advised to support the contestants, coaches and other participants for quality participation and learning.
- 11. Enclosed are the Registration Form, Official List of Skills, Official List of Contestants and Coaches Format, Important Guidelines and the National Organizing Committee and Secretariat as Enclosures 1, 2, 3, 4 and 5 respectively.
- 12. For queries, please contact the DepEd-CSCA, c/o Executive Director and STEP National Adviser Joey G. Pelaez at telefax nos.: (02) 631-8495 or (02) 636-3603 or log-on to website **www.deped-csca.com** or e-mail address: **joeypelaez@ymail.com**.

13. Immediate and wide dissemination of this Memorandum is desired.

Encls.: As stated

References: DepED Memoranda: (No. 348, s. 2009) and 496, s. 2008

Allotment: 1—(D.O. 50-97)

To be indicated in the <u>Perpetual Index</u> under the following subjects:

CONTESTS PROGRAMS

RULES & REGULATIONS STUDENTS

Secretary

Department of Education Center for Students and Co-Curricular Affairs **Bureau of Secondary Education Bureau of Elementary Education**

Technical-Vocational Education Task Force



Camarines Sur National High School, Naga City

REGISTRATION FORM (RF)

| Reg | jion : | | Contestants/Coaches | Non-Contestan | ts/Non-Coaches | | | | |
|--|--------------|---|---------------------|-------------------------|------------------------------|----------------------------|--|--|--|
| Divi | sion: | | | | | | | | |
| (Please write legibly and complete all data required.) | | | | | | | | | |
| No. | Name | Position/Participation (Indicate whether Contestant, Observer, Coach, Principal, Supervisor, Etc.) | Contest | School/Complete Address | E-mail Address (Required) | Billeting | | | |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | 4 | | | | | |
| 4 | | | | | | | | | |
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| 7 | | | | | | - | | | |
| 8 | | | | | | | | | |
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| 10 | | | | | | | | | |
| 12 | | | | | | | | | |
| 13 | | | | | | | | | |
| 14 | 1 | 2 | | | | | | | |
| 15 | | | | | | | | | |
| Date : | | | | | | | | | |
| Supe | | | | | | ature pal/Teacher-Coach | | | |
| Г | VERIFICATION | CASHIER | BILLETING | RE | ELEASING | | | | |
| L | | | | ITEMS | | QUANTITY | | | |
| | | ID W/ MEAL TICKETS | | | | | | | |
| | | T-SHIRTS | | | | | | | |
| | | | BAGS | | | | | | |
| | | | | SOUVENIR MAGAZINES | | | | | |
| | | CERTIFICATES | | | | | | | |
| 1 | | | | OTHERS | | | | | |

Important Instructions: Kindly download this registration form from www.deped-csca.com, accomplish in five copies and bring during the general registration on February 5, 2010. All coaches and contestants should register separately from non-coaches and non-contestants and must use separate registration forms.

OFFICIAL LIST OF SKILLS/JOB ORDERS

ELEMENTARY CATEGORY

Home Economics
Appliqué
Fresh Fruit Shake Preparation
Flower Arrangement
Tie Dye

Agricultural Technology Asexual Plant Propagation

Industrial Arts
Fabric Hand Painting
Medicine Kit Shelf Making
Metal Tool Box Making
Simple Circuit Making

Retail Trade Sales Inventory

ICT Basic Encoding

SECONDARY CATEGORY

Home Economics
Cake Decorating (Golden Wedding)
Summer Dress Making
Cocktail Mixing
Hair Trimming with Facial Day Make-Up
Table Skirting and Table Setting (Golden Wedding)

Agricultural Technology

Dish Gardening Net Weaving

Industrial Arts

20-Watt Amplifier
Auto Engine Tune-Up
Steel Balusters
Hat Weaving
Knockdown Toddler's Furniture Study Table
Residential Wiring Installation
Miniature of Food Stall (Mock-Up Development)

Entrepreneurship and ICT

Electronic Bookkeeping Electronic Poster-Making Business Planning Bazaar Other Contests

Techno Quiz

Mr. and Ms. STEP

TECHNICAL-VOCATIONAL CATEGORY

Agriculture

Multiple Rootstock Propagation
Dressing and Drawing of Chicken
Feed Formulation (Swine)
Estimating Live Weight, Castration and Slaughtering (Goat)
Mixed Vegetable Pickle-Making

Skinless Longanisa-Making

Arts and Trades

(Boys Trades)

Auto Electrical Wiring Installation (Lighting and Horn System)
Construction of Batter Boards and Squaring of Building Lines
Building Wiring Installation
Regulated Power Supply
Troubleshooting and Repair of Color Television Receiver
Construction of Center Table
Installation of Cold Water Line
Groove Welding
Assembly, Operating System Installation and Networking

(Girls Trades)

Facial Make-Over for Female Young Professional Hair Coloring and Styling Special Veggie Pandesal-Making Chicken Galantina-Making Drafting and Sewing of Lady's Blouse

Fisheries

Brackish Water Fishpond Construction (Miniature)
Fish Feed Formulation in Mash Form
Drift Gillnet Construction (Miniature)
Smoked Boneless Bangus-Making

OFFICIAL LIST OF CONTESTANTS, AWARDEES AND COACHES

| SKILLS/ACTIVITIES | CONTESTANT/S AWARDEE/S | COACH/ES |
|---|---------------------------|----------|
| ELEMENTARY CATEGORY | | |
| HOME ECONOMICS | | |
| 1. Applique | | |
| Fresh Fruit Shake Preparation | | |
| Flower Arrangement | | |
| 4. Tie Dye | | |
| AGRICULTURAL TECHNOLOGY | | |
| 5. Asexual Plant Propagation | | |
| INDUSTRIAL ARTS | | |
| 6. Fabric Hand Painting | | |
| 7. Medicine Kit Shelf Making | | |
| 8. Metal Tool Box Making | 77 7 | |
| Simple Circuit Making | - | |
| RETAIL TRADE | | |
| 10. Sales Inventory | | |
| ICT | | |
| 11. Basic Encoding | | |
| SECONDARY CATEGORY | | * |
| HOME ECONOMICS | | |
| Golden Wedding Cake Decorating | | |
| Summer Dress Making | | |
| Cocktail Mixing | | - |
| Hair Trimming with Facial Day Make-Up | | |
| Table Skirting and Table Setting | | |
| AGRICULTURAL TECHNOLOGY | | |
| 6. Dish Gardening | | |
| 7. Net Weaving | | |
| INDUSTRIAL ARTS | | |
| 8. 20-Watt Amplifier | | , |
| 9. Auto Engine Tune-Up | | |
| 10. Steel Balusters | | |
| 11. Hat Weaving | | |
| 12. Knockdown Toddler's Furniture Study Table | | |
| 13. Residential Wiring Installation | | |
| 14. Miniature of Food Stall (Mock Up) | | |
| ENTREPRENEURSHIP AND ICT | | |
| 15. Electronic Bookkeeping | | |
| 16. Electronic Poster-Making | | |
| 17. Business Planning | | |
| 18. Bazaar | | |
| OTHER CONTESTS | | |
| 19. Techno Quiz | | |
| 20. Mr. STEP | | |
| 21. Ms. STEP | | |
| TECHNICAL-VOCATIONAL CATEGORY | | |
| AGRICULTURE | | |
| Multiple Rootstock Propagation | | |
| Dressing and Drawing of Chicken | | |
| Feed Formulation (Swine) | | |
| o. 1 cod i officiation (owine) | | |

| SKILLS/ACTIVITIES | CONTESTANT/S AWARDEE/S | COACH/ES |
|--|---------------------------|----------|
| Estimating Liveweight, Castrating and | | |
| Slaughtering (Goat) | * | |
| 5. Mixed Vegetable Pickle-Making | SAT - | |
| 6. Skinless Longanisa-Making | | |
| ARTS AND TRADES | | |
| 7. Auto Electrical Wiring Installation (Lighting | | |
| and Horn System) | | |
| 8. Construction of Batter Boards and Squaring of | | |
| Building Lines | | · |
| Building Wiring Installation | | |
| 10. Regulated Power Supply | | |
| 11. Troubleshooting and Repair of Color | | |
| Television Receiver | | |
| 12. Construction of Center Table | | |
| 13. Installation of Cold Water Line | | |
| 14. Groove Welding | | |
| 15. Assembly, Operating System Installation and | | |
| Networking | | |
| 16. Facial Make-Over for Female Young | - | |
| Professional | | |
| 17. Hair Coloring and Styling | | |
| 18. Special Veggie Pandesal-Making | | |
| 19. Chicken Galantina-Cooking | | |
| 20. Drafting and Sewing of Lady's Blouse | | |
| <u>FISHERIES</u> | | |
| 21. Brackish Water Fishpond Construction | | |
| (Miniature) | | |
| 22. Fish Feed Formulation in Mash Form | | |
| 23. Drift Gillnet Construction (Miniature) | | * |
| 24. Smoked Boneless Bangus-Making | | |
| STEP AWARDS | | |
| Outstanding Contributions | | |
| Teacher | | |
| Department Head | | |
| School Principal | | |
| Division Supervisor | | |
| Schools Division Superintendent | | _ |
| Other DepED Personnel/Official | | |
| LGU Official | | |
| Outstanding Achievements | | |
| Home Economics | | |
| Agricultural Technology | | |
| Industrial Arts | | |
| Entrepreneurship | | |
| ICT | | |

IMPORTANT GUIDELINES

1. Regional Delegation

a. Each Regional Delegation to the STEP-NSDC shall consist of the following:

Regional Director/Assistant Regional Director

Elementary/Secondary Education Division Chief/Assistant Chief

Schools Division Superintendents/Assistant Schools Division Superintendents

Regional and Division TLE Education Supervisors/STEP Coordinators

Regional and Division TVE Coordinators

Regional and Division EPP Education Supervisors/Coordinators

Public Schools District Supervisors

School Principals/Administrators of Winning Contestants in the Regional Level

EPP/TLE Head Teachers/Master Teachers of Schools with Regional Winners

Teacher-Coaches of Regional Winners

Regional STEP Chairpersons and Officers

National Board of Advisers Organization Officers SY 2008-2009

National Board of Students Organization Officers SY 2008-2009

Elected (Previous/New) STEP Regional Board of Advisers Organization Officers

Newly Elected STEP Regional Board of Students Organization Officers

Medical Officers

Student-Contestants/Student-Observers

STEP Awardees

Other EPP/TLE/TVE Teachers, School Principals/Administrators and Others

b. The TLE Regional Supervisor/Coordinator as the STEP Regional Coordinator, assisted by the EPP Regional Supervisor/Coordinator and the STEP Regional Board of Advisers Organization President, shall take the lead in organizing the regional delegation, take charge of its concerns and attend meetings called by the STEP National Adviser during the STEP-NSDC.

2. <u>Arrival of Delegations</u>

a. All delegations are expected to arrive on February 5, 2010 at the Camarines Sur National High School for the registration and billeting assignments.

3. Registration Requirements and Procedure

- a. Payment of the registration fee must be in cash. Check payment may be accepted in exceptional cases provided checks are named for the account of the Department of Education and provided further that pricr coordination has been made with the Center for Students and Co-Curricular Affairs (CSCA).
- No personal checks shall be accepted.
- c. Registration is on February 5, 2010 starting at 8:00 AM. Advance registration is on February 4, 2010 starting at 10:00 AM.
- d. To facilitate registration, participants should download the STEP-NSDC Registration Form from the website: www.deped-csca.com and accomplish the same in five copies before proceeding to Camarines Sur National High School, Naga City.
- e. Upon arrival, participants must proceed to the Camarines Sur National High School for the general registration. Registration is on a first-come-first-served basis.

- f. In the event of failure to download the Registration Form beforehand, secure a copy of the Registration Form (in five sheets) from the Registration Committee and fill them up completely.
- g. To facilitate the smooth flow of the registration, only one representative from the school, division or region is authorized to transact business with the Registration Committee.
- h. All contestants and coaches must register together, and separate from the non-contestants and non-coaches, and use separate registration forms for purposes of facility in the conduct of the competitions.
- i. Proceed to the Verification Counter for the initial processing.
- j. Proceed to the Cash Counter for the corresponding payment. After the receipts have been issued, proceed to the Billeting Counter for assignment of accommodation.
- k. From the Billeting Counter, proceed to the Releasing Counter and present the Participants' Copy of the Registration Form to claim the event collaterals. DO NOT LOSE YOUR PARTICIPANTS' COPY. Always bring the Participants' Copy when claiming STEP-NSDC collaterals (bags, shirts, IDs with meal tickets, certificates and others).
- In the release of bags and shirts, priority will be given to contestants and coaches.
- m. Proceed to the assigned billeting venue. Submit the Billeting Venue's Copy to the authorized personnel at the check-in counter of the assigned billeting venue.

4. Accommodation

- a. Accommodation shall be by region. However, priority will be given to contestants and coaches in the billeting venues.
- b. Unregistered participants shall not be given accommodation.
- c. Accommodation starts on February 5, 2010 and ends after breakfast of February 10, 2010. Charges for advance and extended accommodation shall be for the account of the participants.
- d. Advance accommodation at the Camarines Sur National High School may be arranged with the School Principal thru telephone number 054-4732294.

5. Meals

- a. Meals will be served starting dinner of February 5, 2010 and ends breakfast of February 10, 2010 at the Camarines Sur National High School.
- b. The organizers shall strictly implement a no-ID and no-meal ticket, no meal policy.
- c. Meals not covered by the STEP-NSDC shall be for the individual account of the participants.

6. <u>Transportation</u>

a. Service vehicles shall be provided to transport participants to and from the activity venues only on designated schedules.

7. Orientation, Daily Briefings and Meetings

- a. The STEP National Executive Board Meeting shall be conducted with the TLE/EPP/TVE/STEP Regional Supervisors/Coordinators with the officers of the National Board of Students Organization (NBSO) and the National Board of Advisers Organization (NBAO), including representatives of the Bureau of Elementary Education, Bureau of Secondary Education and Technical-Vocational Education Task Force, by the National Executive Officers headed by the STEP National Adviser on February 5, 2010. Details will be announced.
- b. Regional Delegation orientation and briefing shall be held on February 5, 2010 after the STEP National Executive Board Meeting at respective billeting concentration.

- c. The Solidarity Meeting shall be held on February 6, 2010 by the Technical and Evaluation Committee. Please refer to the schedule to be distributed during the Registration for proper guidance. The Solidarity Meeting shall be facilitated by the respective Contest Administrators and Coordinators/Secretaries, and participated by the Coaches and Judges.
- d. Technical and Evaluation Committee hearings will follow at a designated venue to resolve substantial matters/concerns arising from the Solidarity Meeting.
- e. Daily meetings of the Executive Committee (National Executive Officers and STEP/TLE/EPP Regional Supervisors/Coordinators, NBAO and NBSO, BEE, BSE and TVE representatives) shall be held as needed upon the advice of the STEP National Adviser, the schedule of which shall be announced in advance.
- f. Daily meetings of the Regional Delegations shall be held everyday, the schedule of which shall be determined by the STEP Regional Coordinators but in no way shall it conflict with, and adversely affect, the schedule of the main activities of the STEP-NSDC.

8. <u>Plenary Sessions and Evening Activities</u>

a. All are required to actively participate in the plenary sessions and evening activities. Attendance to those activities indicated as "REQUIRED" in the schedule shall be subject to the monitoring of the Secretariat which will stamp indicative marks on the IDs of participants immediately after every required activity at the exit doors. Failure to complete the number of stamps required shall mean forfeiture of the Certificates of Participation and Recognition.

9. <u>Elections and Meetings of the National Boards (NBSO and NBAO)</u>

- a. The schedule of the election to the National Board of Students Organization (NBSO) and the National Board of Advisers Organization (NBAO) shall be agreed upon by the STEP Regional Presidents in a meeting called for the purpose.
- b. The schedule and venue for the daily sessions/meetings of the existing officers of the NBSO and the NBAO, including the newly elected STEP Regional Presidents of both NBSO and NBAO, shall be agreed upon by all concerned.

10. STEP Awards

- a. The STEP Awards shall follow the guidelines set forth in Enclosure 4 to DepED Memorandum No. 348, s. 2009.
- b. Each region shall recommend only one (1) nominee per sub-category to the national level STEP Award. As such each region is expected to field in seven (7) nominees for the STEP Award for Outstanding Contributions and five (5) nominees for the STEP Award for Outstanding Achievements.
- c. All papers and documents required to be submitted pertinent to the nomination shall be forwarded to and received by the Center for Students and Co-Curricular Affairs on or before January 18, 2010.
- d. Awarding Ceremony for the STEP Awards shall be held during the 8th STEP-NSDC at the Camarines Sur National High School, Naga City.
- e. Awardees shall be informed through an official letter from the STEP National Adviser on or before January 25, 2010.
- f. Awardees may register and pay registration fees if he/she prefers to avail of the benefits of attending the STEP-NSDC such as meals and accommodation, attendance to plenary sessions, exposure to contest proceedings, certificates of participation and others.
- g. A letter confirming attendance should be sent through fax to the Center for Students and Co-Curricular Affairs on or before January 29, 2010.

11. Departure and Release of Certificates

a. All participants are expected to leave after breakfast of February 10, 2010.

b. Certificates of Participation, Recognition and Appearance shall be released immediately after the closing and awarding ceremonies following the same procedure during the registration. Bring the Participants' Copy of the Registration Form when claiming the certificates.

12. Working Committees

a. All heads and members of the working committees shall charge their transportation and other incidental expenses, including the registration fees, against their respective funds except as may be determined by the STEP National Adviser.

WORKING COMMITTEES/SECRETARIAT

Executive Director Joey G. Pelaez - Overall Chairperson/STEP National Adviser

Atty. Ernesto R. Sotto Jr. - Secretariat Head

Martin A. Ascaño - Secretariat

Adoracion Q. Bonete - Secretariat

Kirstie Mel A. Villaver - Secretariat
Caithleen M. Cena - Secretariat
Werchsley V. Gonzales - Secretariat
Sofronio G. Fuerte Jr. - Secretariat
Emelita Lanaria - Secretariat
Jonathan S. Ong - Secretariat

Jonathan S. Ong

Jerome R. Resurreccion

Reynaldo Montano

Heherson B. Bala

Mico Angelo C. Omac

Dr. Laureen Nebab-Ortiz

- Secretariat

Audio-Visual

Audio-Visual

Audio-Visual

Medical

Marilyn Batonghinog - Medical

Mateo Campos - Transportation and General Services

Noel de Vera - Transportation and General Services

Victor A. Gacula - Transportation and General Services

Victor A. Gacula Franklin Ramirez Billeting Billetina Conchita Bermillo Finance Ma. Peachy Arañez Maria P. Boncan Finance Finance Felicidad Iligan Finance Fenerosa O. Maur Finance Ramon Tinia Finance Christopher Fortaleza

Technical and Evaluation Committee Head Virgilio A. Santos Technical and Evaluation Committee Owen Milambiling Technical and Evaluation Committee Girlita Javier Technical and Evaluation Committee Jeana Magtaan Elsie Esmer Technical and Evaluation Committee Technical and Evaluation Committee Erlinda Estrada Technical and Evaluation Committee Estelita Aguilar Technical and Evaluation Committee Marcos Rodil Technical and Evaluation Committee Helen Flora

Rogelio O. Doñes - Technical and Evaluation Committee
Galileo L. Go - Technical and Evaluation Committee
Virginia T. Fernandez - Technical and Evaluation Committee

Director Ricardo M. de Lumen - Chair, Executive Committee, Tech-Voc Category
Director Milagros C. Valles - Member, Executive Committee, Tech-Voc Category
Demetria Manuel - Member, Executive Committee, Tech-Voc Category

Victorio Medrano - Arts and Trades, Lead Person

Renato A. Bermas - Fishery, Lead Person
Ruben H. Cangas - Agriculture, Lead Person

Contest Administrator (Tech-Voc Category) Dien Brasa Contest Administrator (Tech-Voc Category) Napoleon Malto Contest Administrator (Tech-Voc Category) Hector Vallarta Contest Administrator (Tech-Voc Category) Victor Diola Contest Administrator (Tech-Voc Category) Revnaldo Cunanan Contest Administrator (Tech-Voc Category) Orlando Manuel Contest Administrator (Tech-Voc Category) Marino Pagkalinawan Contest Administrator (Tech-Voc Category) Jose Gonzales Contest Administrator (Tech-Voc Category) Deover Pasco Contest Administrator (Tech-Voc Category) Beatriz A. Adriano

Aida Galura Contest Administrator (Tech-Voc Category) Contest Administrator (Tech-Voc Category) Carolina Chavez Edwin A. Tamayo Contest Administrator (Tech-Voc Category) Ferdinand Bravo Contest Administrator (Tech-Voc Category) Contest Administrator (Tech-Voc Category) Ricardo Rapacon Exmundo Forteza Contest Administrator (Tech-Voc Category) Contest Administrator (Tech-Voc Category) Lito Agcaoili Julian Canonong Contest Administrator (Tech-Voc Category) Reynaldo Ambanloc Contest Administrator (Tech-Voc Category) Clarita Agustin Contest Administrator (Tech-Voc Category)

Priscilla Ong - Secretariat
Charlie Tayas - Secretariat
Pamela Loveria - Secretariat
Rodrigo Maur - Secretariat

Yrrah Jean Pineda - Secretariat/Documentation Romeo King - Secretariat/Documentation

Minrado Batonghinog - Consultant Armando Ruiz - Consultant Rhunna Catalan - Consultant