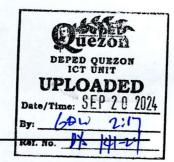


Republic of the Philippines

Department of Education

Region IV-A SCHOOLS DIVISION OF QUEZON PROVINCE



DIVISION ADVISORY NO. 14, s. 2024

September 20, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013, this advisory is issued not for the information of DepEd officials, personnel/staff, as well as the concerned public (Visit www.deped.gov.ph)

6th POTTE NATIONAL CONVENTION AND 3rd POTTE GAWAD PARANGAL SA **NATATANGING GURO 2024**

The Cebu Technological University in partnership with the Philippine Organization for TLE and TVL Educators, Inc (POTTE, Inc.) announces the "National Convention and Gawad Parangal sa Natatanging Guro 2024" to be held on December 6-8, 2024 at Cebu Technological University-Main Campus Gymnasium, Cebu City.

For further details of the said Advisory, please see the attached document for reference.

Please be advised that application to the said program should be **voluntary**, and other related costs which may be incurred by the applicants shall be on **personal expense**. They are also reminded to strictly observe Time-On-Task Policy, and strict compliance to No Disruption of Classes Policy of the Department as stipulated in DepEd Order No. 09, s. 2005.

Please be guided accordingly.

hrdsgod09/20/2024

DEPEDQUEZON-TM-SDS-04-025-003









Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321





PHILIPPINE ORGANIZATION FOR TLE AND TVL EDUCATORS (POTTE) INC.

in partnership with

CEBU TECHNOLOGICAL UNIVERSITY

6[™] POTTE National Convention and 3^{®D} POTTE Gawad Parangal sa Natatanging Guro RECORDS SECTION, PAGEILAO

1 6 SEP 2024

September 16, 2024

TO:

THE DIVISION SUPERINTENDENT

Office of the Schools Division Superintendent

Department of Education

SUBJECT:

6th POTTE NATIONAL CONVENTION and 3rd POTTE GAWAD PARANGAL SA

NATATANGING GURO 2024

Venue: Cebu Technological University Gymnasium

Date: December 6-8, 2024

Peace and good health be unto you!

The Cebu Technological University in partnership with the Philippine Organization for TLE and TVL Educators, Inc. (POTTE, Inc.) will host the 6th POTTE NATIONAL CONVENTION and 3rd POTTE GAWAD PARANGAL SA NATATANGING GURO 2024 on December 6-8, 2024 at Cebu Technological University- Main Campus Gymnasium, Cebu City.

Anchored on the theme, "Tech-voc for Lifelong Learning: Trends and Updates in Teaching Home Economics, ICT, Industrial Arts, and Agri-fishery Arts", this program aims to empower educators and trainers in the fields of Home Economics, Information and Communication Technology (ICT), Industrial Arts, and Agri-Fishery Arts by providing up-to-date knowledge, innovative strategies, and a renewed commitment to fostering lifelong learning in Technical and Vocational Education and Training (TVET). They will be better prepared to adapt to changing industry landscapes and inspire the next generation of skilled professionals. As industries rapidly evolve and the demand for skilled professionals increases, it is essential for educators to stay current with innovative teaching methods, digital tools, and emerging industry standards. Participants of this event are educators, trainers, curriculum developers, school administrators, and professionals involved in teaching or managing programs in Home Economics, ICT, Industrial Arts, and Agri-Fishery Arts.

For this reason, the undersigned would like to request from your good office to issue a DIVISION MEMORANDUM AND/ OR DIVISION ADVISORY to inform EPP/ TLE/ TVL teachers and school heads and encourage them to participate in this year's 6th National Convention (with membership) and National Search for 3rd POTTE Gawad Parangal sa Natatanging Guro.

Attached herewith are the **PROGRAM MATRIX**, **CATEGORIES AND AWARDS**, and **POINTING SYSTEM** for your reference.

Interested individuals may email our secretariat at potte.incorporated@gmail.com or contact through the following numbers: (02) 7987-1356 or 0917-805-3370.

In anticipation of your favorable response, allow me to express my sincerest gratitude in advance!

Signed:

JACKBERT D. MENDOZA

OIC- National Convention and Gawad Parangal 2024

POTTE, Inc.

DR. MITCHELLE D. ARROZ

TWG-POTTE Convention

Chairperson- Home Economics Cebu Technological University- Main JOSEPHINE G. FIGUEROA, PhD

President POTTE, Inc.





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CRITERIA AND RUBRIC FOR 3ND POTTE GAWAD PARANGAL SA NATATANGING GURO 2024

The "POTTE Gawad Parangal para sa Natatanging Guro" is a national search for "Most Outstanding" and "Outstanding" educators and school leaders. The national award is conferred to educators and school leaders in recognition of their commendable achievements and exceptional contributions in the field of EPP, TLE, and TVL education in general, and in Home Economics, ICT, Industrial Arts, and Agri-Fishery Arts components in particular. It is open to all active members of POTTE, Inc. including those aspiring members of the organization. This will highlight the vision and mission of POTTE, Inc. towards 'developing proactive and skilled 21st century Filipino professionals'.

Building from its second iteration last December 17, 2023, POTTE Gawad Parangal 2024 will follow the mechanism approved by the Board of Trustees on the application, submission of documents, and evaluation based on various categories to promote fair and just recognition of competencies, skills, academic achievements, professional growth, community service records, research and publication, innovation, and other meritorious achievements.

A **blind evaluation procedure** is to be utilized in reviewing and assessing all submitted documents. This would mean applicant's basic information is hidden to ensure the integrity of the selection process and to be forwarded to panel members.

OVERALL-CHAMPIONS IN ALL CATEGORIES:

*Top 3 Highest Scores from Major Awards in all categories will be recognized as the overall champions.

2023 POTTE Natatanging Guro National Awardee: RANK 1 (with Php 10, 000.00 cash prize)

2023 POTTE Natatanging Guro National Awardee: RANK 2 (with Php 5, 000.00 cash prize)

2023 POTTE Natatanging Guro National Awardee: RANK 3 (with Php 3, 000.00 cash prize)

I. Categories:

Each applicant may submit their application form based on the following categories:

A. EDUCATION PROGRAM SUPERVISORS (EPS) CATEGORY

Major Awards:

- 1. Most Outstanding Supervisor in EPP, TLE, and TVL Education (1)
- 2. Most Outstanding Supervisor in Leadership and Management (1)
- 3. Most Outstanding Supervisor in Innovation (1)
- 4. Most Outstanding Supervisor in Research and Development (1)

Special Awards:

- Outstanding Supervisor in Home Economics
- Outstanding Supervisor in Agriculture and Fishery Arts
- Outstanding Supervisor in Industrial Arts
- Outstanding Supervisor in Information and Communications Technology

B. PRINCIPALS CATEGORY

- Most Outstanding Principal in EPP, TLE, and TVL Education (1)
- Most Outstanding Principal in Leadership and Management (1)





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- Most Outstanding Principal in Innovation (1)
- Most Outstanding Principal in Research and Development (1)

C. HEAD TEACHERS (HT) CATEGORY

Major Awards:

- 1. Most Outstanding Head Teacher in EPP, TLE, and TVL Education (1)
- 2. Most Outstanding Head Teacher in Leadership and Management (1)
- 3. Most Outstanding Head Teacher in Innovation (1)
- 4. Most Outstanding Head Teacher in Research and Development (1)

Special Awards:

- Outstanding Head Teacher in Home Economics
- Outstanding Head Teacher in Agriculture and Fishery Arts
- Outstanding Head Teacher in Industrial Arts
- Outstanding Head Teacher in Information and Communications Technology

D. MASTER TEACHERS (MT) CATEGORY

Major Awards:

- Most Outstanding Master Teacher in EPP, TLE, and TVL Education (1)
- Most Outstanding Master Teacher in Leadership and Management (1)
- Most Outstanding Master Teacher in Innovation (1)
- Most Outstanding Master Teacher in Research and Development (1)

Special Awards:

- Outstanding Master Teacher in Home Economics
- Outstanding Master Teacher in Agriculture and Fishery Arts
- Outstanding Master Teacher in Industrial Arts
- Outstanding Master Teacher in Information and Communications Technology

E. TEACHER I-III CATEGORY (ELEMENTARY LEVEL, EPP and TLE)

Major Awards:

- Most Outstanding Teacher in EPP and TLE

Special Awards:

- Outstanding EPP Teacher in Leadership and Management
- Outstanding EPP Teacher in Innovation
- Outstanding EPP Teacher in Pedagogy and Instruction
- Outstanding EPP Teacher in Research and Development

F. TEACHER I-III CATEGORY (JHS LEVEL, TLE)

Major Awards:

- Most Outstanding Teacher in Technology and Livelihood Education

Special Awards:

- Outstanding TLE Teacher in Leadership and Management
- Outstanding TLE Teacher in Innovation
- Outstanding TLE Teacher in Pedagogy and Instruction
- Outstanding TLE Teacher in Research and Development
- Outstanding TLE Teacher in Home Economics
- Outstanding TLE Teacher in Agriculture and Fishery Arts
- Outstanding TLE Teacher in Industrial Arts
- Outstanding TLE Teacher in Information and Communications Technology





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G. TEACHER I-III CATEGORY (SHS LEVEL, TVL)

Major Awards:

- Most Outstanding Teacher in TVL Education

Special Awards:

- Outstanding TVL Teacher in Leadership and Management
- Outstanding TVL Teacher in Innovation
- Outstanding TVL Teacher in Pedagogy and Instruction
- Outstanding TVL Teacher in Research and Development
- Outstanding TVL Teacher in Home Economics
- Outstanding TVL Teacher in Agriculture and Fishery Arts
- Outstanding TVL Teacher in Industrial Arts
- Outstanding TVL Teacher in Information and Communications Technology

H. HEIS CATEGORY

Major Awards:

- Most Outstanding Educator in TLE and TVL Education (3 awardees)

Special Awards:

- Outstanding TLE and TVL Educator in Leadership and Management
- Outstanding TLE and TVL Educator in Innovation
- Outstanding TLE and TVL Educator in Pedagogy and Instruction
- Outstanding TLE and TVL Educator in Research and Development
- Outstanding TLE and TVL Educator in Home Economics
- Outstanding TLE and TVL Educator in Industrial Arts
- Outstanding TLE and TVL Educator in ICT
- Outstanding TLE and TVL Educator in Agriculture and Fishery Arts

I. KASANAYAN LEADERSHIP AND EXCELLENCE IN EDUCATION AWARDS

This national award is given to professionals from the academe, industry partners, and government agencies in recognition of their commendable achievements and exceptional contributions to Philippine Education System (PES) in general and POTTE, Inc. in particular. The recognition is to be chosen by POTTE Chairman of the Board through merit and practice-based selection and to be conferred during the 6th National Convention and 3rd Gawad Parangal para sa Natatanging Guro 2024.

Awards:

- Most Outstanding Leader in Education
- Most Outstanding Leader in Education (EPP, TLE, TVL, ICT, Home Economics, Agrifishery Arts, Industrial Arts)
- Most Outstanding Educator in Research Development and Innovation
- Most Outstanding Professional in Leadership and Excellence in Education





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II. Pointing System

Evaluators shall review, assess, and score the submitted documents of the candidates using the table below for all categories:

AREAS	POINTS
Research and Publication	25
Academic Development	25
Professional and Skills Development	20
Community Service	10
Awards and Recognition	10
Speakership	10
TOTAL	100

^{***} Additional POINTS (maximum of 10 points at the discretion of the evaluator/s and with the approval of the Chairman of the Board) will be given to active members of POTTE and active participants of POTTE's allied organizations and institutions.

The points for each area are scored as follows:

1. Research and Publication

Criteria: Research presented and/or	Score	
published in an/a: International Level	25 (Presented and published/Published but not presented: 25 pts.) (Presented but not published: 22 pts.)	
National Level	20 (Presented and published/Published but not presented: 20 pts.) (Presented but not published: 17 pts.)	
Regional Level	15 (Presented and published/Published but not presented: 15 pts.) (Presented but not published: 12 pts.)	
Division Level	10 (Presented and published/Published but not presented: 10 pts.) (Presented but not published: 7 pts.)	
District Level	5 (Presented and published/Published but not presented: 5 pts.) (Presented but not published: 4 pts.)	
School Level	3 (Presented and published/Published but not presented: 3 pts.) (Presented but not published: 2 pts.)	

2. Academic Development

Criteria	Score	
Doctorate and PhD Level	(Completed with dissertation: 25 pts.)	





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	(Complete Academic Requirement 23 pts.) (Unit Earner: 21 pts.)	
Master's Degree Level	(Completed with Thesis: 20 pts.) (Complete Academic Requirements/Non-Thesis Program: 17 pts.) (Unit Earner: 15 pts.)	
Bachelor's Degree Level	10	

3. Professional and Skills Development (innovation, invention, and other projects are accepted, just make sure that pertinent certifications are available)

Criteria	Score
POTTE hosted Training Programs,	20
Conventions, Seminars, Workshops,	
and Webinars	
International Level Training Programs,	20
Seminars, Workshops, and Webinars	
National Level Training Programs,	18
Seminars, Workshops, and Webinars	
Regional Level Training Programs,	12
Seminars, Workshops, and Webinars	
Division Level Training Programs,	8
Seminars, Workshops, and Webinars	
District Level Training Programs,	5
Seminars, Workshops, and Webinars	
School Level Training Programs,	3
Seminars, Workshops, and Webinars	

4. Community Service

Criteria: Proponent	Score
Fully Implemented	10
Ongoing Implementation	7
Approved Proposal	5

5. Awards and Recognition

Criteria: Awards, Recognition, Outstanding Accomplishments, and other Meritorious Achievements depending on its level	Score
International	10
National	7
Regional	5
Division/ Provincial	4
District/ Municipal	3
School/Barangay	2

Speakership	peakership	
Criteria	Score	
International	10	





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National	7
Regional	5
Division/ Provincial	4
District/ Municipal	3
School/Barangay	2

Important notes:

- 1. Who can join the 3nd POTTE Gawad Parangal? All **active POTTE members and NEW POTTE members** who will be joining in this year's POTTE Convention are eligible to join the 'parangal', however, they need to register first for the 6th National Convention to confirm their application.
- 2. Notarized Application Form shall include the following:
 - a. Letter of Intent (LoI) signed by the applicant and endorsed or nominated by, at least, the immediate superior or school head;
 - b. Curriculum Vitae (use the template/format to be provided by POTTE, Inc.).
 - SEND your notarized LOI and CV to potte.incorporated@gmail.com in a PDF file/format.
- **3.** All submitted certificates must be recognized by CHED, DepEd, TESDA, or other government agencies and institutions. In the case that the certificate was issued by a private institution or organization, the said organization must be SEC registered or at least recognized by one of the accrediting institutions here and abroad.
- **4.** We will only accept certificates and other attestations which were earned within the **LAST FIVE (5) YEARS**, that is 2020 to present. Candidates who will submit documents from 2019 shall incur deduction of points.
- Candidates who have earned at least 75 points and above are qualified to receive one of the special awards (OUTSTANDING).
- Candidate with the highest score in each category will be awarded for the major awards (MOST OUTSTANDING).
- 7. In the case that there are candidates who **tie** for the major awards, additional points should be given to:
 - **7.1.** candidate who is an **ACTIVE MEMBER** from 2019-2023, meaning consistent participation in the annual convention of POTTE, Inc.
 - **7.2.** candidate who has either attended or participated in any of the professional development programs, seminars, workshops, conferences, and the like, offered by POTTE's partner institutions and organizations:
 - a. Philippine Continuing Professional Development Training Center, Inc. (PCPD Training Center, Inc.),
 - b. International Integrated Research Conference (IIRC) by Asia-Pacific Movement for the Advancement of Pedagogy and Research, Inc. (APMAPeRe, Inc.),
 - c. "Ang Kampilan" (Kalipunan ng mga Mamamayang Pilipino Laban sa Katiwalian), and
 - d. ChapterHouse Publishing, Inc.
 - 7.3. candidate who bested the panel interview.

MEMORANDUM OF AGREEMENT

Know All Men By These Presents:

This MEMORANDUM OF AGREEMENT entered into by and between:

The PHILIPPINE ORGANIZATION FOR TLE AND TVL EDUCATORS, a non-stock, non-profit organization duly created and existing under the laws of the Republic of the Philippines, with office address at Unit 5, 53 V. Bernardino Road, Bagbag, Novaliches, Quezon City, herein represented by its Board of Director and its Officer-In-Charge, Simon Lennard Pitao and Jackbert D. Mendoza, hereinafter referred to as the "ORGANIZATION";

-and-

The CEBU TECHNOLOGICAL UNIVERSITY, a state university with principal address at Corner M.J Cuenco Ave. & R. Palma St., Cebu City, herein represented by its President, DR. JOSEPH C. PEPITO, hereinafter referred to as "UNIVERSITY".

WITNESSETH:

WHEREAS, to ensure the technical development of TLE and TVL Educators as they respond to the opportunities and challenges of 21st century education, the Philippine Organization for TLE and TVL Educators conducts an annual national convention to facilitate collaboration, professional linkages and partnerships, research and development and upskilling of pedagogical and technical expertise of TLE and TVL educators that provides an avenue for professional growth.

WHEREAS, the Commission on Higher Education (CHED) and the Department of Budget Management in Joint Circular No. 3, S. 2022 dated October 18, 2022 under KRA IV- Criterion A encourages faculty members of state universities colleges to become members of various organizations that may lead to partnerships.

WHEREAS, during the 5th POTTE National Convention held last December 16-18, 2023 at Teachers Camp, Baguio City, attended by fifteen (15) faculty members from Cebu Technological University, the organization has decided to conduct the 6th POTTE National Convention and 3rd POTTE Gawad Parangal sa Natatanging Guro in Central Visayas.

WHEREAS, the Cebu Technological University being among the top universities offering BTLED and other technical and skills related programs was suggested by majority of the attendees of the 5th National Convention and was duly noted and approved by the Board of Trustees.

NOW THEREFORE, in consideration of the foregoing premises, the parties hereby bind themselves to undertake this Agreement under the following terms and conditions:

 The UNIVERSITY shall become a partner institution of the ORGANIZATION in the conduct of the 6th POTTE National Convention on December 6-8, 2024 and 3th POTTE Gawad Parangal sa Natatanging Guro on December 7, 2024;



- The UNIVERSITY shall allow the ORGANIZATION to use its Logo and of the College of Education (BTLED & BTVTED Programs) in all correspondence and social media publications related to the conduct of the 6th National convention and 3rd POTTE Gawad Parangal sa Natatanging Guro;
- The UNIVERSITY shall allow the BTLED & BTVETED Faculty (selected) to become
 members of the Technical Working Group for the 6th National Convention and 3rd
 POTTE Gawad Parangal sa Natatanging Guro;
- The UNIVERSITY shall allow the use of the university gymnasium or any appropriate venue that can accommodate a minimum of 400 attendees;
- The ORGANIZATION shall follow the rules, regulations and conditions of the university relative to the above mentioned requests;
- The ORGANIZATION in consultation with the Technical Working Group shall be in charge of the convention's program, speakers and guests, food, funding and other logistical requirements necessary for the successful conduct of the 6th National Convention and 3rd POTTE Gawad Parangal sa Natatanging Guro;
- 7. The ORGANIZATION shall grant PERPETUAL INSTITUTIONAL MEMBERSHIP to the UNIVERSITY as its FIRST INSTITUTIONAL MEMBER.

IN WITNESS WHEREOF, the parties hereby affix their signatures this ______ day of ______, 20___ at ________, Philippines.

PHILIPPINE ORGANIZATION FOR TLE AND TVL EDUCATORS

By:

JACKBERT D. MENDOZA
Officer-In-Charge, POTTE Convention

Officer-In-Charge, POTTE Convention

DR. JOSEPH C. PEPITO
Whiversity President
Cellul Technological University

SIGNED IN THE PRESENCE OF:

SIMON LENNARD R. PITAO Board of Director, POTTE, Inc. DR. MITCHEULE D. ARROZ Chairperson, Home Economics, College of Education, CTU

SEP 0 6 2000

of

Republic of the Philipp City of	ines)) S.S.	
La and the	a Notary Public, for and in the , 20_24 , personally appeared:	City of CEBU CITY, this
	Valid Proof of Identity	issued avoir
JACKBERT D.	DRIVER'S LICENCE	QUEZON CITY 08/30/2023
MENDOZA DR. JOSEPH C.	PROFESSIONAL DRIVERS . LICENCE - GO 100 273271	CEBU / 10/22/2020
PEPITO		

known to me to be the same persons who executed this instrument and acknowledged the same to me as their free and voluntary act and deed, and of the entities they respectively represent.

This document consists of three (3) pages including the page where this Acknowledgment is written, and the parties signed at the left margin of each and every page hereof.

WITNESS MY HAND AND SEAL on the place and date first above written.

Notary Public

Doc. No. 167 Page No. 37 Book No. 07

Series of Tou

Notary Public of Cebu City

Commission No. 104-23
PTR No. 4732203 Until December 2024 Roll No. 29722

IBP No. 308366 Cebu City Office Address: D. Jakosalem St. Sto. Niño Cebu City 6000 Contact No. 09458209258 / 09604373608



REPUBLIC OF THE PHILIPPINES DEPARTMENT OF TRANSPORTATION LAND TRANSPORTATION OFFICE







Last Name, First Name, Middle Name MENDOZA, JACKBERT DASALLA

Nationality PHL

Sex Date of Birth Weight (kg) Height (m) 1988/08/10 M

79

Address

UNIT 4 53 V.BERNARDINO RD BAGBAG NOVALICHES PROPER QUEZON CITY Expiration Date

License No. D19-16-011299

2033/08/10

Agency Code N63

Blood Type Eyes Color 0+

BROWN



Conditions

1

ATTY VIGORD. MENDOZA II

Signature of Licensee

82



1. DL CODES:

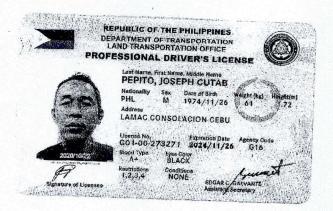
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IV. IN CASE OF EMERGENCY NOTIFY: Name SIMON I FRANKID PLIAO Address SAME AUD Tol No. 09/54/9/246 ORGAN DOMATION: I WILL NOT DONATE ANY ORGAN









REPUBLIC OF THE PHILIPPINES SECURITIES AND EXCHANGE COMMISSION

Pick Secretaria Boly, PICC Complex Passy City, Metro Minila

COMPANY REG NO. CN201916456

CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS

They is so certify that the Articles of Incorporatives and By Laws 105.

Philippine Organization for TLL and TVL Educators inc.

ware cuty approved by the Commission on this date upon the issuance of his Certificate of biscorpscion and its Cases in accordance with the Revised Corporation Code of the Pfelippines (Republic Act No. 1) 2324 and copies of said Articles and the Laws are hereto attached.

This Certificate grants parsitural personners to the corporation but face and authorize it to associate out for the role to the perbit, securities such as but or formed to account of slock, exceptional contracts, self-restructed and virtual corrows are notificate a prior Regularization Statement appeared by the Securities and Earling Commission such as but not for the for a single at broken or dealer to account in the former from this Commission such as but not for the for a single at broken or dealer to account a processor securities a regime dealer (USEED), investment advisor of an investment company connected or open-end investment company. Investment advisor of an investment company, connected or open-end investment formers in the contract against content of account the statement of the securities of the securities and account the securities of the securities of the securities are securities against thereof, herein order as a fact those yet virtual currency exclusing Neither does the Commission contract a person to undertake activities for which other government agardons a topics a factors of account a factors of account a factors of account a factors of person.

AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.

As a regressive comparation, it shall astroit armually to this Commission the reports in facility that of this Certificate.

IN WITNESS WHEREIDE, I have bereasts set my hand and caused the seal of this Commission to be affixed to the Confidence of PCC Socratarial Bldg., PICC Complex Passy City. Metro Warela Philogenes, the day of 24. September, Events Niceleon.

And the contract of the contra

Commissioner and the standard water with

Comment of the Commen