



Republic of the Philippines  
Department of Education  
REGION VIII

**SCHOOLS DIVISION OF CALBAYOG CITY**

October 18, 2024

**DIVISION MEMORANDUM**  
NO. 455 s. 2024

**ADDENDUM FOR DIVISION MEMORANDUM NO. 455, S. 2024,  
DATED SEPTEMBER 3, 2024, RE: NATIONAL PAROL-MAKING  
COMPETITION**

**TO:** Chiefs, CID & SGOD  
All Education Program Supervisors  
All Public School District Supervisors  
Secondary School Principals/Head Teachers/TICs  
All Others Concerned

1. In consonance with the **Division Memorandum No. 455, S. 2024**, this Office would like to inform the field of its addendum for the submission of the Parol entry as listed below:
  - a. Upon submission of entry to the division on **October 21, 2024**, each participating district/school shall submit the following:
    1. a brief printed description of the materials used, the inspiration behind their design, and the names of students who created the parol which is to be posted during the judging
    2. a video documentation of how the parol was made should also be provided.
      - i. For Video documentation
        - Orientation - Landscape
        - Time - 3 minutes (maximum)
          - Wrap up video of the creation process
        - Device - Phone camera or SLR
        - Storage – USB
      - ii. What should be saved in the USB
        - Video documentation of the creation process
        - Soft copy of the endorsement/transmittal letter
        - Brief description of the parol entry
    3. laptop and extension should also be provided by the participating district/school
  2. On October 22, 2024 during the judging, all the learners who worked and created the



Address: P2, Brgy. Hamorawon, Calbayog City, Samar  
Email Address: [Calbayogcity@deped.gov.ph](mailto:Calbayogcity@deped.gov.ph)  
Website: <https://calbayogcity.deped.gov.ph>



Republic of the Philippines  
Department of Education  
REGION VIII

**SCHOOLS DIVISION OF CALBAYOG CITY**

---

parol should be present together with their coach, so that the judges should have the opportunity to ask questions and give technical assistance.

3. Expenses incurred relative to this activity shall be charged against local funds subject to usual accounting and auditing rules and regulations.
4. This Memorandum serves as Travel Authority to all coaches and participating learners.
5. Immediate dissemination of and strict compliance with this memorandum are desired.

  
MARGARITO A. CADAYONA JR., PhD, CESO VI  
OIC - Schools Division Superintendent



Address: P2, Brgy. Hamorawon, Calbayog City, Samar  
Email Address: [Calbayogcity@deped.gov.ph](mailto:Calbayogcity@deped.gov.ph)  
Website: <https://calbayogcity.deped.gov.ph>