



Republic of the Philippines  
Department of Education  
Region VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
Tacloban City

**DIVISION MEMORANDUM**

NO. 005 s. 2023

**TO:** CID and SGOD Chief  
Education Program Supervisors  
Public Schools District Supervisors  
Public Secondary School Heads  
All Others Concerned

**FROM:** **MARIZA S. MAGAN, EdD CESO V**  
Schools Division Superintendent

**SUBJECT:** **DIVISION RETOOLING OF SCIENCE TEACHERS ON THE  
DEVELOPMENT OF SCIENCE INVESTIGATORY PROJECTS  
(SIPs)**

**DATE:** January 5, 2023

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1. In order to upgrade teachers' knowledge in the conduct of scientific research, this office through the Curriculum Implementation Division (CID) will be conducting a **Division Retooling of Science Teachers on the Development of Science Investigatory Projects (SIP)** on January 14, 21 and 28, 2023, at SDO Conference Hall, at 8:00 a.m. to 5:00 p.m.
  2. The objectives of this activity are as follows:
    - a. provide teachers with the new trends in conducting scientific research;
    - b. capacitate teachers with the rules of Science Fair;
    - c. capacitate teachers with research methodologies and analysis of results;
    - d. provide teachers with coaching styles and strategies in providing technical assistance to students working on their research;
    - e. provide opportunities among participants to further enhance student's research proposals; and



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f. promote the culture of research among teachers and students.

3. The participants to this activity are the selected public STE Junior High School Teachers and STEM Teachers of Senior High Schools handling research subjects of the following schools:

- a. Leyte National High School- 5 (JHS), 5 (SHS)
- b. Sagkahan National High School- 2 (JHS), 2 (SHS)
- c. San Jose National High School- 2 (JHS)
- d. Cirilo Roy Montejo National High School- 2 (JHS)
- e. Marasbaras National High School- 2 (JHS)
- f. Tacloban City National High School- 2 (JHS)
- g. Tacloban National Agricultural School- 1 (JHS)
- h. Northern Tacloban City National High School- 1 (JHS)

4. Inasmuch as the training-workshop falls on Saturday, the teacher-participants and facilitators are entitled to a three-day (3) service credits per CSC-DBM Joint Circular No. 4, s. 2004, provided that the following are dully accomplished:

- a. Accomplishment Report Training attended with pictures,
- b. Daily Time Record by the person in authority, and;
- c. Travel Order and Certificate of Appearance

5. The expenses relative to the conduct of this activity with one (1) meal and two (2) snacks shall be charged against HRTD Funds subject to usual accounting and auditing rules and regulations

6. Immediate dissemination of and compliance with this Memorandum are desired.