



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
Division of Digos City




*Office of the Schools Division
Superintendent*

Telefax: (082) 553 – 8396; 553-8376

Division Memorandum

No. 647, s. 2017

To: Public Schools District Supervisors
School Principals/Officers-in-Charge
Public Elementary and Secondary Schools

From: 
WINNIE E. BATOON, Ed. D.
Officer-in-Charge
Office of the Schools Division Superintendent

Subject: Planning Conference for the conduct of Division Science Competitions

Date: September 12, 2017

1. In support to the different Science programs of the Department of Education, we will be conducting a Division Level Science Competition for the school year 2017-2018 in October 2017. In line with this, the Division Office through the Science Education Program Supervisor will conduct a planning conference on September 15, 2017, 1:00 p.m. at the Division Office conference room.
2. The planning conference has the following objectives:
 - a. Identify the different events to be contested;
 - b. Establish the rules and guidelines in the different events to be contested;
 - c. Create working committees and identify and assign tasks in the preparation of logistics for the event; and
 - d. Discuss other matters regarding the implementation of Science Curriculum.
3. Participants to this planning conference are the following, to wit:
 - a. District Science Coordinators
 - b. School Science coordinators of Elementary and Secondary Schools and SHS in Digos City
 - c. Science Department Head of DiCNHS
4. Traveling expenses incurred by the participants to this activity are chargeable against local funds/MOOE subject to the usual accounting and auditing rules and regulations.
5. Teacher-participants are requested to make necessary arrangements such that their classes are taken care of.
6. For your information, guidance and compliance.

DepED Schools Division of Digos

RELEASED

Date: SEP 13 2017 Time: 11:18 AM

By: 