



**DIVISION MEMORANDUM NO. 30/S. 2018**

**TO: SECONDARY SCHOOL HEADS of the STE IMPLEMENTING SCHOOLS**  
**FROM: ATTY. DONATO D. BALDERAS JR.**  
**SUBJECT: AGREEMENT AND SUBMISSION OF SCIENCE INVESTIGATORY PROJECTS TO THE DIVISION SCIENTIFIC REVIEW COMMITTEE**  
**DATE: JULY 31, 2018**

**PARTICULARS**

As per agreement with the Science Head Teachers of the STE implementing schools during the division conference of science head teachers of the STE implementing schools held last July 30, 2017 at Juan G. Macaraeg NHS Library, the following were presented, discussed and agreed upon;

1. the submission of the science investigatory projects to be evaluated by the scientific review committee is on August 31, 2018 only,
2. to take charge of the submission are the department heads so as not to disrupt classes of teachers,
3. that the designated person to received the SIP manuscripts are Mr. Arturo Blanco, (School SIP Coordinator) MT II of San Fabian NHS and Mrs. Rosemarie Dela Pena, HT- III San Jacinto NHS and EPS in Charge of Scienc,
4. the submission will be at San Fabian NHS on August 31, 2017 at 10:00 A.M.
5. as agreed upon it shall be in three hard copies, ring band with the SIP data form to be filled up,
6. it was also agreed upon that the registration fee per SIP entry which will be charged to augment the honorarium of the judges /evaluators is two hundred pesos per entry,
7. the registration fee of two hundred pesos per entry shall be charged to either of the following, local fund/ SSG fund / PTA fund / Science Club fund/private sponsored entity /STE subsidy for the ESEP /STE school/s, subject to usual auditing and accounting procedures,
8. travel expenses incurred during the submission of SIP manuscripts shall be charged to school fund, subject to usual accounting and auditing rules,
9. immediate dissemination of this memorandum is enjoined.

**ATTY. DONATO D. BALDERAS JR.**  
Schools Division Superintendent

For the Schools Division Superintendent:

**ELY S. UBALDO, Ed. D.**  
OIC-Assistant Schools Division Superintendent

