



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF IMUS CITY

5 FEB 2026

**DIVISION MEMORANDUM**

No. 74, s. 2026

**DIVISION CONFERENCE ON CURRICULUM-INTEGRATED  
SCIENCE INVESTIGATORY PROJECTS AND INTERNATIONAL  
SCIENCE FAIR STANDARDS ALIGNMENT**

To: OIC-Assistant Schools Division Superintendent  
OIC-CID Chief Education Supervisor  
OIC-SGOD Chief Education Supervisor  
Education Program Supervisors  
School Heads/OICs (JHS and SHS)  
All Others Concerned

1. The Schools Division Office of Imus City, through the Curriculum Implementation Division, announces the conduct of **Division Conference on Curriculum-Integrated Science Investigatory Projects (SIP) and International Science Fair Standards Alignment on February 25-27, 2026**, at the Multi-purpose Hall of Imus Pilot Elementary School.
2. This activity aims to strengthen the competencies of both learners and teachers to conduct Science Investigatory Projects that comply with DepEd guidelines and international science fair standards.
3. The participant pool in the activity includes secondary-level teachers who will serve as coaches/mentors for students conducting SIPs, alongside Grade 9 and Grade 11 students who will carry out their respective SIPs. Each school shall register two (2) teachers and three (3) learners not later than February 10, 2026. The registration link will be forwarded to the Junior and Senior High School cluster heads.
4. Enclosed are the training guidelines, matrix and management team.
5. No registration fee will be charged. Costs for training materials, honoraria, and meals for participants and the Program Management Team shall be charged against the Special Education Fund (SEF), subject to standard accounting and auditing rules and regulations.
6. An online meeting is scheduled on **February 13, 2026**, at 2:00 PM via Microsoft Teams for learning facilitators, PMT members, and secondary school Head Teachers/Subject Coordinators.



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PRIME-HRM

BRONZE AWARDEE



7. For queries and clarifications, contact Ms. Rochelle S. Balete, Education Program Supervisor in Science at (046) 4198450 loc. 221.
8. For compliance and immediate dissemination.

**HOMER N. MENDOZA**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

TRAINING

*cid/rsb/January 27, 2026*

*Enclosure No. 1 to Division Memorandum No. 74, s. 2026*

## **TRAINING GUIDELINES**

### **Meals**

The first meal to be served is AM snack of Day 1 and the last meal is the PM snack of the last scheduled day. Kindly advise the management team of any food restrictions.

### **Attire**

Teacher-participants are expected to wear smart-casual attire for the entire duration of the training, while the learner-participants shall be in their prescribed school uniform. Learning facilitators and resource persons are expected to wear business formal attire.

### **Training Evaluation**

Daily evaluation and end-of-program evaluation of the training is needed to further improve the conduct of the training program. In this regard, the participants are expected to evaluate daily and to accomplish the end of the program evaluation.

### **Other Information**

The activity is a three-day live-out program. Full attendance of all registered participants is highly encouraged. The participants are requested to provide their own laptops and extension cords, along with other necessary portable devices for the workshop. All training materials will be provided by the management team in soft copy.

Participants are advised to take proper care of their belongings and always observe necessary safety precautions. The organizers shall not be held liable for any loss or damage to personal property. Participants with medical conditions should bring and take their prescribed maintenance medications to prevent any incidents. School heads are likewise advised to secure the necessary parental consent or student permits for learner-participants.

Enclosure No. 2 to Division Memorandum No. 74, s. 2026

**LIST OF MANAGEMENT STAFF WITH CORRESPONDING COMMITTEE**

**Program Management Structure**

<b>Management Staff</b>	<b>Members</b>
Program Manager	Homer N. Mendoza
Assistant Program Manager	Glenda DS. Catadman
Program Owners/Training Managers	Rochelle S. Balete Maria Luisa F. Candelaria
Logistics Officers (including invitation and certificates)	Patricia Mae C. Salengua Mark Philip A. Echon
M & E Coordinator	Medel Carlos C. Zarsuelo Jr.
Finance Officer	Anna Tricia T. Pacala
Documenter	Junior Emil S. Aquino
Learning Facilitators	Gilbert O. Cruz Erika Stephanie Vilorio Dr. Robert Kerwin C. Billones Dr. Melody C. Alcantara Dr. Johnny A. Ching Rochelle S. Balete Maria Luisa F. Candelaria
Process Observer	Roland J. Catapat
Class Manager	Ditas V. Flores
Medical	Rosemae F. Rosete

Enclosure No. 3 to Division Memorandum No. \_\_, s. 2026

**TRAINING MATRIX**

Date	Time	Duration	Session	Output	Facilitator/ Resource Person
February 25, 2026	7:45 – 8:30 AM	15 mins	Arrival and Registration	None	TWG
	8:30 – 9:00 AM	30 mins	Opening Program	None	TWG
	9:00 – 9:45 AM	45 mins.	Session 1: Current National and International Trend in Life Science	List of Proposed Topics on LS	Ms. Erika Stephanie Viloria
	9:45 – 10:00 AM	15 mins	Health Break		
	10:00 AM – 12:00 AM	120 mins	Continuation Session 1		
	12:00 NN – 1:00 PM	60 mins	Lunch		
	1:00 – 2:30 PM	90 mins.	Session 2: Current National and International Trend in Physical Science	List of Proposed Topics on PS	Dr. Melody C. Alcantara
	2:30 – 2:45 PM	15 mins.	Health Break		
	2:45 – 5:00 PM	135 mins	Continuation Session 2		
February 26, 2026	7:45 – 8:00 AM	15 mins	MOL		
	8:00 – 9:45 AM	105 mins	Session 3: Current National and International Trend in Robotics and Intelligent Machines	List of Proposed Topics on RIM	Dr. Robert Kerwin C. Billones
	9:45 – 10:00 AM	15 mins	Health Break		
	10:00 AM – 12:00 NN	120 mins	Continuation of Session 3		
	12:00 NN – 1:00 PM	60 mins	Lunch		
	1:00 – 2:30 PM	90 mins.	Session 4: Current National and International Trend in Mathematics and Computational Science	List of Proposed Topics on MCS	Mr. Gilbert O. Cruz
	2:30 – 2:45 PM	15 mins.	Health Break		

	2:45 – 5:00 PM	135 mins.	Continuation of Session 4		
February 27, 2026	7:45 – 8:00 AM	15 mins	MOL		
	8:00 – 9:45 AM	105 mins	Session 5: Current National and International Trend in Science Innovation	List of Proposed Topics on Science Innovation	Dr. Johnny A. Ching
	9:45 – 10:00 AM	15 mins	Health Break		
	10:00 AM – 12:00 NN	120 mins	Continuation of Session 5		
	12:00 NN – 1:00 PM	60 mins	Lunch		
	1:00 – 2:30 PM	90 mins.	Session 6: Guidelines in National Science and Technology Fair	None	Rochelle S. Balete EPS
	2:30 – 2:45 PM	15 mins.	Health Break		
	2:45 – 4:00 PM	135 mins.	Session 7: Action Planning	Action Plan	Maria Luisa F. Candelaria EPS
	4:00 – 5:00 PM	60 mins.	Closing Program		

### OPENING PROGRAM

Preliminary Activities National Anthem Prayer CALABARZON March Imus Hymn Dangal ng Imus DepEd Quality Policy	AVP
Welcome Remarks	Glenda DS. Catadman <i>OIC-Asst. Schools Division Superintendent</i>
House Rules and Presentation of the Participants	Roland J. Catapat <i>Principal II/ Science Key Admin</i>
Message	Homer N. Mendoza <i>OIC-Schools Division Superintendent</i>
Program Objectives	Marciano V. Valles <i>OIC-CID Chief</i>
Part II – Training Proper	Learning Facilitators

**CLOSING PROGRAM**

Nationalistic Song	AVP
Prayer	
Impression	TBD
Challenge	Homer N. Mendoza <i>OIC-Schools Division Superintendent</i>
Response	TBD
Closing Remarks	Rochelle S. Balete <i>Education Program Supervisor</i>

Ditas V. Flores  
Master of Ceremony