



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

July 29, 2025

DIVISION MEMORANDUM
No. 338 s. 2025

**REORIENTATION ON THE CONDUCT OF SCIENCE INVESTIGATORY
PROJECT (SIP)**

- To: OIC, Office of the Assistant Schools Division Superintendent
OIC, Office of the Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Concerned Schools Heads of Public Integrated and Secondary Schools
1. With the continuous improvement effort to provide quality education and hands-on activities in Science, this Office, through the Curriculum Implementation Division (CID), will conduct a Reorientation on the Conduct of Science Investigatory Project (SIP) on August 2, 2025 at Capiz National High School WAB Building, Roxas City, Capiz.
 2. Specifically, this activity aims to:
 - a. reorient research/science teachers and department heads with the current trends in the conduct of SIP;
 - b. capacitate participants with appropriate knowledge, skills and attitudes in conducting SIP;
 - c. enhance capabilities of participants in coaching and mentoring fellow research advisers in conducting SIP.
 3. Participants to this activity are the School Science Department Heads/Coordinators of the Secondary and Integrated Schools or their representative. There shall be one (1) participant per school. Participants are requested to bring sample SIP conducted in their schools, laptop and flash drive for the workshop.



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4. The members of the Program Management Team and the Technical Working Group (TWG) are the following:

#	Name of Participants	School / Office
1	Andres D. Quiachon	Schools Division Office
2	Dr. Edwin Jason D. Dueñas	Schools Division Office
3	Dr. Lalain E. Delos Santos	Schools Division Office
4	Dr. July F. Falagne	Buntog ES
5	Fatima S. Bolido	Capiz National High School
6	Lonie Baranda	Mambusao National HS
7	Sonely S. Durana	Maayon National High School
8	Armida J. Gonzalez	SDO Division Office

5. In the identification of the participants to this activity, there shall be no discrimination on account of age, civil status, religion or belief, ethnicity, political affiliation, employment status, disability, sexual orientation, gender identity or expression and other personal.
6. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. Food, accommodation and other operational expenses relative to the conduct of this activity shall be charged against the HRTD Fund while travel expenses of the participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Attachment: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

TEACHER

TRAINING

WRITESHOP

SCIENCE



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