




Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY
 City Hall Compound, Tabuk City



Division Memorandum No. 172 s. 2019

TO: Public Schools District Supervisors
 School Heads of Public and Private Secondary Schools
 Science and Math Coordinators for Public and Private Secondary Schools
 District Science and Math Coordinators (Elementary)

FROM: 
 BENEDICTA B. GAMATERO
 OIC-Schools Division Superintendent

SUBJECT: **DIVISION SCIENCE AND MATH PLANNING CONFERENCE**

DATE: September 9, 2019

1. In preparation for the 2019 Math and Science Fair, a planning conference shall be conducted on September 17, 2019, 8:00 AM at Davidson Hotel and Restaurant, Bulanao Norte, Tabuk City.
2. The conference aims to discuss the following:
 - a. Plan for the conduct of the 2019 Division Science and Math Fair and other related activities.
 - b. Discuss the mechanics of the different activities of the Division Science and Math Fair
 - c. Organize the different Technical Working Groups (TWG).
 - d. Other matters.
3. The participants to this conference are:

a. Division Science and Mathematics Supervisors-----	2
b. District Science and Math Coordinators-----	20
(2/District, either the PSDS & one coordinator or the Science coordinator and Math coordinator)	
c. Public and Private Science and Math Coordinators -----	46
(2/school, either the School Head and one coordinator or the Science coordinator and Math coordinator)	
d. CARASTI and CARAMTI presidents-----	2
TOTAL-----	70
4. Meals and snacks for the 1 day conference shall be charged to DepEd Support Fund from the City LGU while travelling expenses shall be charged to school local funds subject to auditing rules and regulations.
5. Immediate and wide dissemination of this memorandum is desired.