



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

June 13, 2023

DIVISION MEMORANDUM

No. 237, s. 2023

To: CID and SGOD Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

**DIVISION TRAINING ON LABORATORY MANAGEMENT, UTILIZATION AND
MANIPULATION OF LABORATORY APPARATUSES, MATERIALS, AND EQUIPMENT**

1. This is to inform all concerned personnel of the upcoming Division Training on Laboratory Management, Utilization and Manipulation of Laboratory Apparatuses, Materials, and Equipment on September 13-15, 2023, via virtual and in-person platforms, at Parada National High School and Parada Elementary School, Parada, Sta. Maria, Bulacan
2. The in-service training aims to provide an opportunity for science laboratory managers and science teachers to improve their skills and knowledge in laboratory management, as well as in the utilization and manipulation of laboratory apparatus, materials, and equipment.
3. Also, it aims to reskill participants in laboratory management, techniques, and processes to ensure the safety of learners during laboratory activities. This will enable them to develop and implement innovative pedagogies that enhance the science process skills of learners.
4. The participants are Science laboratory managers of 25 SSES, 25 Regular ES, 20 JHS-STE, 30 Regular JHS, 25 SHS STEM implementers and 25 Regular SHS.
5. Participants are required to bring a laptop and relevant teaching resources.
6. In compliance with DepEd Order No. 9, s 2005, "Instituting Measures to Increased Engage Time-on-Task and Ensuring Compliance" Therewith, the school head shall assign teachers as substitutes on behalf of these personnel to ensure continuous conduct of classes.
7. All expenses incidental to the conduct of this division training shall be charged against the Division INSET fund while incidental expenses of the participants shall be charged from local or school/MOOE funds subject to the usual accounting and auditing procedures.
8. The division training shall be cascaded during the school and cluster learning action cell using face-to-face or hybrid modality, as the case may be.
9. This memo will serve as travel authority for the participants listed in Inclosure no. 1 which includes the training matrix, resource speakers, learning facilitators, technical working group, and list of participating schools, for reference
10. Immediate and wide dissemination of this Memorandum is earnestly desired.


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent

Ref: Regional Memo No. 466, s. 2022





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Inclosure No. 1 of DM No. 337, s. 2023

A. TRAINING MATRIX

Date/Time	Activity	Speaker/Facilitator
Day 1: June 14, 2023		
7:30 - 8:00 am	Arrival/Registration/Breakfast	TWG
8:00 – 8:45 am	Opening Program	TWG
8:45 – 10:00 am	Session 1: Introduction to Laboratory Management, Techniques, and Processes	Marinella T. Pengson, PhD DEPS- Science
10:00 – 10:30 am	Health Break	
10:30 – 12:00 noon	Session 2: Laboratory Safety, Protocol, And Hazard Communication	Marissa H. Palad MT II-FVRNHS
12:00 – 1:00 pm	Lunch Break	
1:00 – 2:30 pm	Session 3: Techniques for Safe Storage and Disposal of Chemicals and Hazardous Materials	Joselito P. Mendoza MT II, San Miguel NHS-SHS
2:30 – 3:00 pm	Health Break	
3:00 – 5:00 pm	Session 4: Strategies for Engaging and Supporting Students in Laboratory Activities	Lucy S. Paguinto MT I, San Miguel NHS Mark P. Armenta MT I, Sta. Maria NHS
Day 2: June 15, 2023		
7:30 - 8:00 am	Arrival/Registration/Breakfast	TWG
8:00 – 8:30 am	Management of Learning (MOL)	TWG/Participants
8:30 – 10:00 am	Session 5: Basic Laboratory Skills and Techniques	Lucy S. Paguinto (MT I, San Miguel NHS) Ryan R. Bautista (HT III, Parada NHS)-Biology Marissa H. Palad, (MT II, FVRNHS) Meriam H. Roldan (HT III, FVRNHS)-Chemistry Mark P. Armenta (MT I, Sta. Maria NHS) Raphael J. Estarez (T III, Carlos F. Gonzales NHS) -Physics





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		Jayson B. Eugelio (T III, Carlos F. Gonzales NHS) -Physical Science Joselito P. Mendoza (MT II, San Miguel NHS) Clenmer P. Locsin (T I, San Miguel NHS)-SHS STEM Alberto C. Atayde Jr. (T III, San Miguel NHS-SHS)
10:00 – 10:30 am	Health Break	
10:30 – 12:00 noon	Session 5: Basic Laboratory Skills and Techniques	Resource Speakers, Learning Facilitators and TWG
12:00 – 1:00 pm	Lunch Break	
1:00 – 2:30 pm	Session 6: Drafting of Science Laboratory Operations Manual	Learning Facilitators and Resource Speakers
2:30 – 3:00 pm	Health Break	
3:00 – 5:00 pm	Session 6: Drafting of Science Laboratory Operations Manual	Learning Facilitators and Resource Speakers
Day 3: June 16, 2023		
7:30 - 8:00 am	Arrival/Registration/Breakfast	TWG
8:00 – 8:30 am	Management of Learning (MOL)	TWG/Participants
8:30 – 10:00 am	Session 7: Finalization of Outputs	Learning Facilitators and Resource Speakers
10:00 – 10:30 am	Health Break	
10:30 – 12:00 noon	Session 8: Presentation and Critiquing	Learning Facilitators and Resource Speakers
12:00 – 1:00 pm	Lunch Break	
1:00 – 2:30 pm	Session 9: Post Conference	Marinella T. Pengson, PhD DEPS-Science
2:30 – 3:00 pm	Health Break	
3:00 – 4:00 pm	Awarding of Certificates and Closing Program	TWG
4:00 – 5:00 pm	Wrap Up	

B. RESOURCE SPEAKERS/FACILITATORS AND WORK COMMITTEE

- Chair/Proponent
Marinella T. Pengson, PhD (DEPS, Science)
- Resource Speakers
1. Marinella T. Pengson, PhD (DEPS, Science)
2. Lucy S. Paguinto (MT I, San Miguel NHS)





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3. Marissa H. Palad (MT II, FVR NHS)
4. Mark P. Armenta (MT I, Sta. Maria NHS)
5. Joselito P. Mendoza (MT II, San Miguel NHS-SHS)
6. Nica Marie B. Magisa (HT III, Parada NHS)

Learning Facilitators

1. Meriam H. Roldan (HT III, FVR NHS)
2. Ryan R. Bautista (HT III, Parada NHS)

TWG

1. Rizaldy C. Pidlaoan (SP IV, Parada NHS)
2. Marissa O. Ramos (SP IV, Pulong Buhangin NHS)
3. Nancyrita C. Cubol, PhD (SP IV, Sta. Maria NHS)
4. Maritess F. Torno (SP III, Parada Elementary School)
5. Meriam H. Roldan (HT III, FVR NHS)
6. Ryan R. Bautista (HT III, Parada NHS)
7. Marjorie F. Boado (MT I, Parada NHS)
8. Mary Joyce L. Violeta (T III, Parada NHS)
9. Jayson B. Eugelio (T III, Carlos F. Gonzales NHS)
10. Raphael J. Estarez (T III, Carlos F. Gonzales NHS)
11. Alberto C. Atayde Jr. (T III, San Miguel NHS-SHS)
12. Clenmer P. Locsin (T I, San Miguel NHS)
13. Jam Mari Q. Manlagñit (SST I, Parada NHS)

C. LIST OF PARTICIPATING SCHOOLS

SSES

Number	Name of Schools	Municipality
EDDIS I		
1	Bambang Elementary School	Bulakan
2	Calumpit Central School	Calumpit
3	Hagonoy East Central School	Hagonoy
4	Paombong Central School	Paombong
5	Segundo Esguerra Sr. Mem. ES	Pulilan
EDDIS II		
6	Baliwag North Central School	Baliwag
7	Baliwag South Central School	Baliwag
8	Bustos Elementary School	Bustos
9	Plaridel Elementary School	Plaridel
EDDIS III		
10	Maguinao Elementray School	San Rafael
11	San Idefonso Elementary School	San Idefonso
12	San Miguel Elementray School	San Miguel
13	San Miguel North Central School	San Miguel
EDDIS IV		
14	Marilao Central Integrated School	Marilao





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15	Obando Central School	Obando
16	Prenza Elementary School	Marilao
EDDIS V		
17	Balagtas Central School	Balagtas
18	Bunsuran Elementary School	Pandi
19	Cong. Erasmo R. Cruz Mem. Central School	Bocaue
20	Guiguinto Central School	Guiguinto
EDDIS VI		
21	Cornelia M. de Jesus Mem. Central School	Sta. Maria
22	Matias A. Fernando MS	Angat
23	Norzagaray Elementary School	Norzagaray,
24	Parada ES – Dist. of Sta. Maria East	Santa Maria
25	Timoteo Policarpio Mem. ES	Norzagaray

ES-REGULAR

Number	Name of Schools	Municipality
EDDIS I		
1	Hagonoy West Central School	Hagonoy
2	Pinalagdan Elementary School	Paombong
3	Pulilan Central School	Pulilan
4	San Jose Elementary School	Calumpit
5	Talipit Elementary School	Bulakan
EDDIS II		
6	Banga Elementary School	Plaridel
7	Liciada Elementary School	Bustos
8	Sta. Barbara Elementary School	Baliwag
EDDIS III		
9	Camachile Elementary School	DRT
10	Dr. Juan F. Pascual Memorial School	San Miguel
11	Pinaod Central School	San Idefonso
12	Salacot Elementary School	San Miguel
13	San Rafael Central School	San Rafael
EDDIS IV		
14	Loma De Gato Elementary School	Marilao
15	Northville IV Elementary School	Marilao
16	Paco Elementary School	Obando
EDDIS V		
17	Cacarong Bata Elementary School	Pandi
18	Francisco Balagtas Memorial School	Balagtas
19	Lolomboy Elementary School	Bocaue
20	Sta. Rita Elementary School	Guiguinto





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EDDIS VI		
21	Cay Pombo Elementary School	Sta. Maria
22	North Hills Village Elementary School	Norzagaray
23	Osias M. Esteban Elementary School	Angat
24	San Mateo Elementary School	Norzagaray
25	Sta. Maria Elementary School	Sta. Maria

JHS-STE

Number	Name of Schools	Municipality
EDDIS I		
1	Bajet Castillo High School	Pulilan
2	Calumpit National High School	Calumpit
3	San Roque National High School	Paombong
EDDIS II		
4	Aguinaldo Santos National High School	Bustos
5	Alexis G. Santos National High School	Bustos
6	Dr. Felipe de Jesus National High School	Plaridel
7	Mariano Ponce National High School	Baliwag
EDDIS III		
8	Carlos F. Gonzales High School	San Rafael
9	San Ildefonso National High School	San Ildefonso
10	San Miguel National High School	San Miguel
EDDIS IV		
11	Assemblywoman Felicitas G. Bernardino Memorial Trade School	Marilao
12	Obando National High School	Obando
13	Prenza National High School	Marilao
EDDIS V		
14	Balagtas National Agricultural High School	Balagtas
15	Bunsuran National High School	Pandi
EDDIS VI		
16	Fortunato F. Halili National Agricultural School (Main)	Sta. Maria
17	Norzagaray National High School	Norzagaray
18	Parada National High School	Sta. Maria
19	Pres. Diosdado Macapagal Memorial High School	Angat
20	Pulong Buhangin National High School	Sta. Maria

JHS-REGULAR

Number	Name of Schools	Address
EDDIS I		
1	Dulong Malabon Integrated School	Pulilan
2	Gen. Gregorio Del Pilar Memorial High School	Bulakan





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3	Inaon Integrated School	Pulilan
4	Pinalagdan High School	Paombong
5	Romeo Acuña Santos Memorial High School	Bulakan
6	San Miguel-Meysulao High School	Calumpit
7	Sta. Cruz National High School	Paombong
8	Talipit National High School	Bulakan
EDDIS II		
9	Sto. Nino High School	Baliwag
10	Cambaog National High School	Bustos
11	Teodoro Evangelista Memorial High School	Baliwag
12	Virgen Delas Flores High School	Baliwag
EDDIS III		
13	Calawitan National High School	San Ildefonso
14	Emilia P. Ligon High School	San Miguel
15	Gabihan High School	San Ildefonso
16	Kalayakan High School	DRT
17	Sapang Bulac High School	DRT
18	Upig High School	San Ildefonso
EDDIS IV		
19	Obando School of Fisheries	Obando
EDDIS V		
20	Batia High School	Bocause
21	Gat Francisco Balagtas High School	Balagtas
22	Guiguinto National Vocational High School-Annex	Guiguinto
23	Mapulang Lupa High School	Pandi
24	Tiaong National High School	Guiguinto
EDDIS VI		
25	Binagbag National High School	Angat
26	FF. Halili National Agricultural School-Cay Pombo Annex	Sta. Maria
27	FVR National High School	Norzagaray
28	Matictic Integrated School	Norzagaray
29	San Gabriel National High School	Sta. Maria
30	Sta. Cruz High School	Sta. Maria

SHS-STEM

Number	Name of Schools	Address
EDDIS I		
1	Doña Candelaria Meneses Duque National High School	Bulakan
2	Frances National High School	Calumpit
3	Iba National High School	Hagonoy





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4	Ramona S. Trillana High School	Calumpit
5	San Pedro National High School	Hagonoy
6	Sta. Lucia National High School	Calumpit
7	Sta. Peregrina High School	Pulilan
EDDIS II		
8	Banga High School	Plaridel
9	Bintog High School (Jose J. Mariano MHS)	Plaridel
10	Dampol 1 st National High School	Plaridel
11	Sullivan National High School	Baliwag
EDDIS III		
12	John J. Russell Memorial High School	San Miguel
13	Lydia D. Villangca Trade School	San Rafael
14	Maronquillo National High School	San Rafael
15	San Rafael National Trade School	San Rafael
16	Vedasto R. Santiago High School	San Miguel
EDDIS IV		
17	Obando Senior High School	Obando
EDDIS V		
18	Felizardo C. Lipana National High School	Guiguinto
19	Guiguinto National Vocational High School	Guiguinto
20	Lolomboy National High School	Bocaue
21	Taal High School	Bocaue
22	Virginia Ramirez-Cruz National High School	Pandi
EDDIS VI		
23	Catmon National High School	Sta. Maria
24	Minuyan National High School	Norzagaray
25	Sta. Maria National High School	Sta. Maria

SHS- REGULAR

Number	Name of Schools	Address
EDDIS I		
1	Caniogan High School	Calumpit
2	Dampol 2nd National High School	Pulilan
3	Engr. Virgilio V. Dionisio Memorial High School	Pulilan
4	Kapitangan National High School	Paombong
5	San Francisco Xavier High School	Bulakan
6	Sta. Monica National High School	Hagonoy
EDDIS II		
7	Baliuag Senior High School	Baliwag
8	Bulihan National High School	Plaridel
9	Dr. Pablito V. Mendoza, Sr. High School	Plaridel





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10	Jaime J. Vistan High School	Plaridel
EDDIS III		
11	Akle National High School	San Ildefonso
12	DRT High School (Laura De Leon Halili High School)	DRT
13	Partida National High School	San Miguel
14	Salapungan National High School	San Rafael
15	Sta. Catalina Bata National High School	San Ildefonso
16	Talbak High School	DRT
EDDIS IV		
17	Heritage Homes Integrated School	Marilao
EDDIS V		
18	Illuminada Mendoza-Roxas Memorial High School (Bambang NHS)	Bocause
19	Masagana High School	Pandi
EDDIS VI		
20	Angat National High School	Angat
21	Angel M. Del Rosario High School	Angat
22	Julian B. Sumbillo High School	Norzagaray
23	SHS within Luis Gravador Elementary School	Norzagaray
24	National Power Corporation High School	Norzagaray
25	North Hills Village High School	Norzagaray

