MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Elementary and Secondary School Principals
Officers-in-Charge
Public Schools

August 14, 2019

MEETING OF ALL SCIENCE COORDINATORS/ DEPARTMENT HEADS
AND SELECTED WORKTEXT WRITERS OF GRADE 3-10

Please be informed that there will be a meeting of all Science Coordinators/
Department Heads and Selected Worktext Writers of Grade 3-10 on August 15, 2019
at Schools Division Office-AVR on the following schedule:

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>TIME</th>
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<tbody>
<tr>
<td>Selected Worktext Writers in Science Grade 3 – 10</td>
<td>8:30 – 11:00am</td>
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<tr>
<td>Science Coordinators / Department Heads</td>
<td>1:30 – 5:00 pm</td>
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</tbody>
</table>

Agenda:
1. Submission of Worktext localized materials in Science
2. Updates of PAMARISAN – DOST Fair 2019
3. Others

School Heads/ OICs are advised to arrange the class schedule of the teachers
concerned to avoid disruption of classes.

Immediate and wide dissemination of this Memorandum is desired.

[Signature]
JOEL T. TORRECAMPO
Assistant Schools Division/ Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Maka-Diyos, Makatao, Makalikasan at Makabansa