

30 MAR 2023



Republic of the Philippines  
Department of Education  
REGION V - BICOL




to: At. Tanog  
C/O Chief ES  
Dn. appoints  
3/29/23

Office of the Regional Director

MEMORANDUM

To : **SCHOOL DIVISION SUPERINTENDENTS**

From :   
**GILBERT T. SADSAD**  
Regional Director

Subject : **POLICY MEASURES ON THE MAXIMUM UTILIZATION OF SCIENCE TOOLS AND EQUIPMENT, SCIENCE CLASSROOMS AND LABORATORY ROOMS FOR EFFECTIVE INQUIRY-BASED CLASSROOM TEACHING**

Date : **March 28, 2023**

Findings of monitoring and consultations conducted in the field showed a lot of problems involving science resources which were not put to good use due to various issues along care, maintenance, storage and maximization of these resources.

To address such issues and ensure that effective science-inquiry will be sustained, schools are requested to observe the following measures starting this school year 2023-2024.

- a. Schools shall maintain a safe and secured instrumentation center that will house most of the tools and equipment delivered and owned by the school.
- b. Science classrooms and laboratory rooms shall be used by science classes. As such, common tools and equipment used by teachers and learners can be placed permanently inside these rooms in order to prevent breakage and loss of parts. These shall extend the lifespan of the apparatus and prevent unplanned downtime which needs expensive repairs made from carrying these resources from one room to another.
- c. Trouble-shooting of science tools and equipment, doing minor repairs and cleaning microscopes can be included as part of the activities that can be done during LAC sessions or in-service training of teachers.
- d. Safe storage and disposal facility of laboratory chemicals used in the experimentations must be guaranteed.
- e. School heads should ensure that science tools and equipment are used by teachers and learners, maintained and safe-kept properly, thus, should not be stored unused, idle and forgotten inside offices and/or supply rooms.
- f. Monthly monitoring and technical assistance plans of division science supervisors should also include how these tools, equipment and all other science resources are used and managed in the field. Similarly, periodic reports submitted must also contain the status of this tools and equipment which is often monitored by the Central Office.



This policy measures shall strengthen the use of inquiry in science classes and will compel teachers to maximize the use of these resources through hands-on-minds-on learning experiences that will offer a more effective delivery of science lessons.

Likewise, these measures should be given due attention and serve as guide to school programmers in the scheduling of classes starting this school year 2023-2024.

For information, guidance and dissemination.

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**SCHOOLS DIVISION OF SORSOGON**  
**Sorsogon**

April 4, 2023

To: Public Schools District Supervisors/ OIC-PSDS  
Elementary and Secondary School Heads  
School Heads of STE and STEM Schools

For information, dissemination and guidance of all concerned,

  
**WILLIAM E. GANDO, CESO VI**  
Schools Division Superintendent

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4/11/2023