



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

09 May 2025

DIVISION MEMORANDUM

No. 384 s.2025

TO: Asst. Schools Division Superintendent
Chief- Curriculum and Implementation Division
Public Schools District Supervisors
Education Program Supervisors
School Heads and Science Teachers
This Division

**WORKSHOP ON THE PROPER UTILIZATION AND MAINTENANCE OF SCIENCE
LABORATORY EQUIPMENT FOR TEACHERS**

1. The Department of Education, Division of Cagayan de Oro through Curriculum Implementation Division will conduct a two-day workshop on the Proper Utilization and Maintenance of Science Laboratory Equipment for Elementary and Secondary teachers. The workshop will be held in two batches:

Batch 1: Elementary level, June 20, 2025, at City Central School
Batch 2: Secondary level, June 27, 2025, at CDONHS- JHS

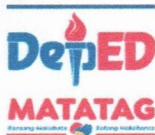
2. Below are the workshop objectives.

- a. Safely and effectively operate various science laboratory equipment.
- b. Perform routine maintenance and cleaning procedures for different equipment.
- c. Identify and troubleshoot common equipment malfunctions.

3. School Heads are directed to submit name of their laboratory in-charge designate or science teacher on or before May 16, 2025 thru the following links.

Elementary- <https://tinyurl.com/elementaryparticipantsworkshop>
Secondary - <https://tinyurl.com/secondaryparticipantsworkshop>

4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all concerned/participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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5. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: None

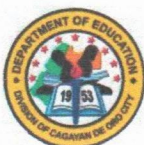
Reference: None

To be indicated in the Perpetual Index
under the following subjects:

LABORATORY EQUIPMENT

WORKSHOP

DM-096-CID-IM-EQS / DM – workshop on the proper utilization and maintenance of science laboratory equipment for teachers
May 9, 2025



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