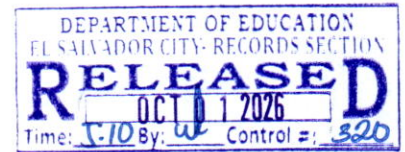




Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



September 28, 2026

DIVISION MEMORANDUM

No. 320, s. 2026

**UPDATES TO DM 288 S. 2026 RE: DIVISION SCIENCE AND
TECHNOLOGY FAIR 2026**

To: Assistant Schools Division Superintendent
Chief Education Program Supervisor
Education Program Supervisors
Secondary School Heads
Teachers
All Others Concerned

1. Following Division Memorandum 288, s. 2026 titled **Division Science and Technology Fair (DSTF) 2026**, this Office directs the change of submission of entries from September 21 to September 30.
2. School heads shall endorse the official list of entries with three (3) soft bound of color-coded manuscripts, accomplishment of school level scientific review committee, and learner's media consent release form. Further, an online submission of abstracts and full paper must be submitted to mariejade.cacayan@deped.gov.ph with a subject format convention: **DSTF_SCHOOL_CATEGORY** (ex. **DSTF_MOLUGANNHS_LS-I**) on or before September 30, 2026.
3. The Division Scientific Review Committee shall convene on October 1 and 2, 2026. The following are designated to review the documents:

Division Level Scientific Review Committee	
Name	School and Designation
Therese Angeli M. Romasanta	Kalabaylabay Integrated School/ Principal I
Mark Anthony G. Arrieta	San Francisco de Asis NHS/ Principal I
Salvador T. Bendijo II	Hinigdaan ES/ HT I
Jessica C. Micabalo	Himaya NHS/ Principal I

4. The DSRC examines projects for the following:
 - a. evidence of proper supervision,
 - b. completed forms, signatures, research dates, and pre-approval dates (when required),
 - c. evidence of proper team composition,



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- d. compliance with rules and laws governing human and/ or animal research and research involving potentially hazardous biological agents and/or hazardous chemicals, activities or devices,
 - e. compliance with International Science and Engineering Fair ethics statement,
 - f. use of accepted and appropriate research techniques,
 - g. evidence that risks have been properly assessed,
 - h. evidence of search for alternatives to animal use,
 - i. humane treatment of animals,
 - j. documentation of substantial expansion for continuation projects, and
 - k. evidence of appropriate literature search and attribution.
5. Furthermore, this Memorandum serves as the **Official Authority to Travel** for the identified Review Committee, participating entry, and the technical working committee during the submission, checking and conduct of the Science and Technology Fair.
 6. All other provisions stated in the previous Memorandum shall remain in effect.
 7. Travel and other incidental expenses for the participants and technical working group shall be charged to school MOOE/local funds. Moreover, meals, honorarium of panelist, research grant, and other incidental expenses shall be charged against the Special Education Fund (SEF) subject to the usual accounting and auditing rules and procedures.
 8. Participation shall be subject to the *no-disruption-of-classes policy* stipulated in DepEd Order No. 09, s. 2005 entitled *Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith*. The concerned school head is advised to assign teachers to handle the classes of the identified teacher-participant.
 9. This Office shall adhere to Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
 10. Immediate and wide dissemination of this Memorandum is desired.


RANDOLPH B. TORTOLA
 Schools Division Superintendent

Encl: As stated

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

CONTESTS
 EXHIBIT
 LEARNING AREA, SCIENCE
 RESEARCH

RE: Updates to DM 288, s. 2026 re: Division Science and Technology Fair2026

CID/mjac



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LEARNERS MEDIA RELEASE CONSENT FORM

I, _____ hereby give my full and voluntary consent to appear, or for my work or performance to appear, in any recording, film, photograph, audiotape, or videotape, or any other similar medium, of the Department of Education (DepEd) Division of El Salvador City and any of its representatives in relation to the Division Science and Technology Fair for the School Year 2026— 2027, and for the same to be used for the communications and various public campaigns of DepEd El Salvador City, be it in print, broadcast, and/or electronic media or any other platform now known or hereafter developed.

I further authorize DepEd El Salvador City to edit, use, and reuse said materials for nonprofit purpose, including use in print, on the internet, in broadcasts, and all other forms of media.

I understand that I shall not be entitled to any compensation or remuneration for the use of such materials, and I waive any right to inspect or approve the final version of said materials.

I also hereby release DepEd, its representatives, officers, and its and employees from all claims, demands, liabilities and causes of action whatsoever in connection with the above.

I certify that I have read the Media Consent and Release Form, fully understand its terms and conditions, and sign this Form voluntarily and with full knowledge of its contents.

Agreed and accepted by

Signature of Learner: _____

Date: _____

Address of Learner: _____

Parental Consent:

I certify that I am the parent or guardian of, _____, a minor under the age of eighteen years. I likewise consent to the matters stated in this consent form.

Parent/Guardian Signature Over Printed Name

Address: _____

Date: _____



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Non-Disclosure Agreement (NDA) Form

I, _____ of legal age, Filipino, and with residence address at _____ have accepted voluntarily the role as Screening Review Committee/Judge/Mentor/ Adviser.

I understand that all materials, documents, information, and any other content that I receive and access from the activity are the exclusive property of _____ and are strictly confidential. Accordingly, I hereby commit not to copy, reproduce, distribute, multiply, photograph, and/or disseminate any part Of the instruments, materials, information, documents, or any other related content or property, whether physical or digital form. I further acknowledge that I am obligated to use said forms and materials solely for the duration of the activity, and only in accordance with my assigned role as stated in my Terms of Reference until _____

I understand that if I am found to have violated the conditions set for the service I rendered, I will be held accountable for my actions.

I certify that I have read this Non-Disclosure Form, fully understand its terms and conditions, and sign this Form voluntarily and with full knowledge of its contents.

CONFORME:

Signature Over Printed Name

Date: _____

Contact Number: _____

E-mail address: _____

Witnessed by: _____



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Enclosure No. 3 to Division Memorandum No. 320 s. 2026

OFFICIAL LIST OF PARTICIPANTS TEMPLATE

(This template should be accomplished and submitted with the official endorsement.)

School: _____

No.	First Name	Middle Initial	Last Name	Grade level	Gender	Category	Research Adviser (FN, MI, SN)

Data	Total	Data	Total
No. of female		No. of Robotics and Intelligent Machines Project Entries	
No. of male		No. of Mathematics and Computer Sciences Project Entries	
No. of participating schools		Grade 7 Student Participants	
No. of participating private schools		Grade 8 Student Participants	
No. of Participating SPSTEM Schools		Grade 9 Student Participants	
No. of Participating SPSTEM Male Students		Grade 10 Student Participants	
No. of Participating SPSTEM Female Students		Grade 11 Student Participants	
No. of Individual Project Entries		Grade 12 Student Participants	
No. of Team Project Entries		No. of Participating Teachers	
No. of Life Sciences Project Entries			
No. of Physical Sciences Project Entries			

Prepared by: _____

Noted by: _____

Email address: _____

School Head

School/Office: _____



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SCIENTIFIC REVIEW COMMITTEE TERMS AND CONDITIONS FORM

I _____, hereby acknowledge and agree to the following provisions as an SRC member in the DSTF:

I commit to adhere to all rules, regulations, and guidelines set forth by the DSTF, and failure to comply thereto may result in my dismissal as a scientific review committee member.

I affirm that I have not previously served as a scientific review committee member or judge at any level of the DepEd Science and Technology Fair SY 2026-2027.

I will disclose any potential conflicts of interest prior to my participation as a judge. I understand that failing to disclose such conflicts may result in my dismissal as a judge.

I will maintain the confidentiality of all information related to the projects, participants, and screening process. I will not disclose any information to unauthorized persons.

I will submit all necessary documents such as evaluation forms, rating sheets, and other pertinent documents in the conduct of the DSTF.

I commit to maintaining a professional demeanor throughout the fair. I will treat all participants, fellow SRC members, and staff with unwavering respect and impartiality.

I will review and evaluate each project objectively, without any bias, and solely based on the project's merits according to the established criteria.

The Division Technical Working Group (DTWG) reserves the right to dismiss my participation as a scientific research committee member in the DSTF if I am found to have violated any of the foregoing conditions.

I acknowledge that the decisions made by the DTWG are final and binding. I agree to adhere to their rulings and directives.

I hereby affirm that I have read and understood the terms and conditions set forth herein and agree to abide by them.

Signature over printed name

Date: _____

Type of valid ID presented: _____

ID number: _____

Email address: _____

Contact no.: _____



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CHECKPOINTS FOR SRC REVIEW

TYPE OF FORM	WHO WILL FILL OUT?	WHEN TO FILL OUT?	WHEN IS IT REQUIRED?
Form I - Checklist for Adult Sponsor	Research Adviser	Before experimentation	Required for all Projects
Form IA - Student Checklist	All student researchers	Before experimentation	Required for all Projects
Form 1B - Approval Form	All student researchers	Before experimentation	Required for all Projects
Research Plan / Project Summary	All student researchers	Before experimentation	Required for all Projects
Form IC - Regulated Research Institution/ Industrial Setting Form	Adult supervising	After experimentation	Required if research conducted in a regulated research institution, industrial setting or any work site other than home, school or field
Form 2 - Qualified Scientist Form	Qualified Scientist/ Adult Supervising	Before experimentation	Required if research involving human participants, vertebrate animals, potentially hazardous biological agents and hazardous
Form 3 — Risk Assessment Form	Student Researcher/ s Qualified Scientist/ Adult Supervising	Before experimentation	Required for all Projects
Form 4 — Human Participants Form	Student Researcher/ s Institutional Review Board	Before experimentation	Required if research involves human participant in a regulated research institution use institutional approval forms
Form 4A — Human Informed Consent Form	Student Researcher / s	Before experimentation	Required if research involves human participant

TYPE OF FORM	WHO WILL FILL OUT?	WHEN TO FILL OUT?	WHEN IT IS REQUIRED?
Form 5A — Vertebrate Animal Form	Student Researcher/ s Scientific Review Committee Veterinarian Designated Supervisor Qualified Scientist	Before experimentation	Required for all research involving vertebrate animals that is conducted in a school/ home/ field research site
Form 5B — Vertebrate Animal Form	Student Researcher/ s Qualified Scientist	After experimentation	Required for all research involving vertebrate animals that is conducted in Regulated Research Institution
Form 6A — Potentially Hazardous Biological Agents Risk Assessment Form	Student Researcher Qualified Scientist/ Designated Supervisor Scientific Review Committee	Before experimentation	Required for research involving microorganisms, rDNA, fresh/ frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids.
Form 6B — Human and Vertebrate Animal Tissue	Student Researcher Qualified Scientist/ Designated Supervisor	Before experimentation	Required for research involving fresh/ frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids. If the research involves living organisms, please ensure that the proper human or animal forms are completed.
Form 7 — Continuation/ Research Progression Projects Form	Student Researcher	After experimentation	Required for projects that are a continuation/ progression in the same field of study as previous project.

**SCIENTIFIC REVIEW COMMITTEE TERMS AND CONDITIONS FORM
A. REVIEW AND RECOMMENDATION REPORT**

Project Title: _____

Fair Category: ☐ LS-I ☐ LS-T ☐ PS-I ☐ PS-T
 ☐ MCS-I ☐ MCS-T I ☐ RIM-I ☐ RIM-T

Instruction: Please put a check I] in the appropriate column and if necessary, write recommendations on the space provided

PART 1: REQUIRED FORMS FOR ALL RESEARCH	COMPLETE	INCOMPLETE	RECOMMENDATIONS
1. Checklist for Adult Sponsor Is it accomplished and signed?			
2. Student Checklist IA. Is it complete?			
If the answer to Item 6 of Form IA is YES, Form 7 must also be accomplished (See Part 2, Item 13 below)			
If answer to item 8 is Research Institution or Other, must also have Form IC (See Part II, item 6 below)			
3. Research Plan (Attachment to item 2, above). Does it include the following:			
A. RATIONALE. Does it include a synopsis of background information that supports the research problem and explains why the research is important scientifically? If applicable, does it explain the societal impact of the research?			
B. HYPOTHESIS(ES), RESEARCH QUESTION(S), ENGINEERING GOAL(S), EXPECTED outcomes. Is this based on RATIONALE?			
C. RESEARCH METHODS AND CONCLUSIONS. a. Procedures. i. Does it show all procedures and experimental designs, including methods for data collection? ii. There should be NO inclusion of work of mentor or others. iii. Parameters should NOT be too strict to allow for possible changes.			
b. Risk and Safety. Does it identify all potential risks and safety precautions needed?			

c. Data Analysis. Does it describe all procedures for data analysis? Parameters should NOT be too strict to allow for possible changes.			
d. Bibliography. Does it have at least 5 major references? If using vertebrate animals, include 1 reference on animal care. (APA Manual of Style)			
Note: Items 3.E-G are needed ONLY for research on HUMAN PARTICIPANTS, VERTEBRATE ANIMAL, POTENTIALLY HAZARDOUS BIOLOGICAL AGENTS (see attached Research Plan/Project Summary Instructions)			
E. HUMAN PARTICIPANTS RESEARCH. Does it provide for the following? a. Description b. Recruitment c. Methods d. Risk Assessment e. Protection of Privacy Informed Consent Process			
F. VERTEBRATE ANIMAL RESEARCH. Does it provide for the following? a. Potential ALTERNATIVES to vertebrate animal use b. Potential impact or contribution of research c. Detailed procedures d. Detail animal numbers, strain, sex, age, source, etc. e. Describe housing and oversight of daily care Disposition of animals at study termination			
G. POTENTIALLY HAZARDOUS BIOLOGICAL AGENTS RESEARCH. Does it provide for the following? a. Biosafety Level (BSL) Assessment and determination Source Of agent, specific cell line. c. Safety precautions d. Methods of disposal			
4. Approval Form 1B (for ALL students)			
5. Abstract			

VERY IMPORTANT 2: see Part 2, Item 8 Risk Assessment Form (3) for:

- a. studies involving protists, archaea, and similar microorganisms;
- b. research using manure for composting, fuel production, or other non-culturing experiments;
- c. commercially available color change coliform water test kits. These kits must remain sealed and must be properly disposed;
- d. studies involving the decomposition of vertebrate organisms (such as in forensic projects); and
- e. studies with microbial fuel cells.

PART 2: ADDITIONAL REQUIRED FORMS	COMPLETE	INCOMPLETE	RECOMMENDATIONS
6. Regulated Research Institutional or Industrial Setting Form (IC). Must be completed AFTER experimentation by the adult supervising the student research conducted in a regulated research institution or any work site aside from home, school or field. Is it properly accomplished and signed by the DESIGNATED SUPERVISING ADULT?			
7. Qualified Scientist Form (2). For research with human participants, vertebrate animals, potentially hazardous biological agents, Drug Enforcement Administration (DEA) controlled substances; completed and signed BEFORE start of experimentation. Is it properly accomplished and signed by the QUALIFIED SCIENTIST?			
8. Risk Assessment Form (3). For research using hazardous chemicals, activities or devices and microorganisms exempt from pre-approval. Must be completed BEFORE experimentation. Is it properly accomplished and signed by DESIGNATED SUPERVISING ADULT OR QUALIFIED SCIENTIST (when applicable)?			

9. Human Participants Form (4), For research involving human participants not at a Regulated Research Institution. Did the the DESIGNATED ADULT SUPERVISOR/ INSTITUTION approve the research BEFORE experimentation?			
10. Vertebrate Animal Form (5A) — for research involving vertebrate animals that is conducted in a school/ home/ field research site. A. Is it properly accomplished, approved and signed by SRC BEFORE experimentation? B. Is it properly accomplished, approved and signed by DESIGNATED VETERINARIAN BEFORE experimentation? C. Is it properly accomplished, approved and signed by DESIGNATED SUPERVISOR OR QUALIFIED SCIENTIST (as applicable) BEFORE experimentation?			
11. Vertebrate Animal Form (5B) —f research involving vertebrate animals that is conducted at a Regulated Research Institution. A. Does it have IACUC approval BEFORE experimentation? B. Is it properly accomplished, approved and signed by a QUALIFIED SCIENTIST/ PRINCIPAL INVESTIGATOR?			
12. Potentially Hazardous Biological Agents Risk Assessment Form (6A)- for research involving microorganisms, rDNA, fresh/ frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids. A. Does it have SRC/IACUC/ Institutional Biosafety Committee (IBC) approval BEFORE experimentation? B. Is it properly accomplished, approved and signed by a QUALIFIED or DESIGNATED SUPERVISOR BEFORE experimentation?			

<p>C. Is it properly accomplished, approved and signed by the SRC BEFORE experimentation?</p> <p>D. Human Vertebrate Animal Tissue Form (6B) — for research involving fresh/frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products and body fluids. If research involves living organisms, ensure that the proper human or animal forms are completed. All research using any tissue listed above must also complete Form 6A. Is it properly accomplished, approved and signed by a QUALIFIED or DESIGNATED SUPERVISOR BEFORE experimentation?</p>			
<p>13. Continuation/Research Progression Projects Form (7) — for research that area continuation/ progression in the same field of study as previous research. A. This form MUST be accompanied by the PREVIOUS YEAR'S ABSTRACT and RESEARCH PLAN</p> <p>Is it properly accomplished, approved and signed by the student/s?</p>			

PART 3: RESEARCH PAPER (IMRAD Format)	COMPLETE	INCOMPLETE	RECOMMENDATIONS
<p>1. COVER PAGE</p> <p>A. Is the research title present B. Is/Are the name/s of the student proponent's present</p> <p>C. Is/Are the appropriate persons credited? (The Research adviser and Research Consultants, if applicable MUST be present)</p>			
<p>2. INTRODUCTION</p> <p>A. Does it outline the research question and its significance within the topic discussed, making its relevance clear to readers in a CONCISE manner?</p>			

3. METHOD a. Does it clearly and comprehensively provide the reader with a description of the methods used in the research?			
4. RESULTS A. Does it clearly and comprehensively SHOW the reader what the research came up with? This should be the MAIN section of the paper.			
5. DISCUSSION A. Does this show what the findings in RESULTS mean?			
6. LIMITATIONS ON THE RESEARCH DESIGN AND MATERIAL A. Does this show knowledge and understanding of research limitations?			
7. CONCLUSION, NOTES, WORKS CITED AND APPENDICES / BIBLIOGRAPHY A. Does the conclusion briefly and clearly analyze what the paper proposed, discussed and concluded? B. Is there (in APA format) possible Researcher Notes, the research paper's Works Cited and possible appendices?			
PART 4: RESEARCH ABSTRACT 250 WORDS (MAX)	COMPLETE	INCOMPLETE	RECOMMENDATIONS
1. Does it clearly and concisely state the PURPOSE OF THE RESEARCH?			
2. Does It clearly and concisely State the PROCEDURE/S undertaken in the RESEARCH?			
3. Does it clearly and concisely state the DATA collected from the RESEARCH?			
4. Does it clearly and concisely state the CONCLUSIONS OF THE RESEARCH?			

VERY IMPORTANT: There should be NONE of the following:

Acknowledgements of the research the student were working institutions and/or mentors with which

- a. Self-promotions and external endorsements
- b. Inclusion of work or procedures done by the mentor

PART S: RESEARCH LOGBOOK	COMPLETE	INCOMPLETE	RECOMMENDATIONS
1. Is the logbook intact and not tampered with? It should NOT be loose leafed.			
2. Does the START DATE in the logbook match the START DATE in student Checklist (IA)?			
3. Does the END DATE in the logbook match the END DATE in Student Checklist (IA)?			
4. Are all the entries in the logbook properly dated?			
5. Does the logbook show accurate and detailed notes and findings throughout the course of the research? Does it include data tables, and the like?			
6. Does the logbook show accurate and detailed description of procedures and processes conducted in the course of the research?			
7. Does the logbook show student notes and questions in the course of the research?			

I I Qualified [I Disqualified [I With clarification to local SRC

Reviewed by: _____

Date: _____

Reason/s for Disqualification:



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