	Department of Science and Technology SCIENCE EDUCATION INSTITUTE	DOCUMENT CODE	PM-STMERPD-STPU-07-02
	PROCEDURES MANUAL	REVISION NUMBER	0
		PAGE NUMBER	1 OF 2 Pages
SECTION	Product Realization	EFFECTIVITY DATE	09 November 2015
SUBJECT	Science, Technology, Engineering and Mathematics (STEM) Promotion for the Filipino Youth		

1.0 Objective:

- To ensure the smooth and efficient conduct of promotional programs and projects for STEM careers and scholarships.

2.0 Scope:

- This procedure covers all activities related to the implementation of promotional programs and projects for STEM career and scholarships.

3.0 Definition of Terms:

STEM - refers to Science, Technology, Engineering and Mathematics.



Promotion - Programs and projects to increase STEM awareness, appreciation and interest through the conduct of interactive exposures, fora, camps, trainings, workshop, competitions, exhibit and scholarship campaigns conducted for the Filipino youth.


4.0 Records:

Project Proposal File
 Registration Form File
 Letters of Invitation File
 Request Letter to DepEd Memorandum / Circular Issuance File
 Memorandum of Agreement / Understanding File
 Press Release File
 Project Evaluation Tool File

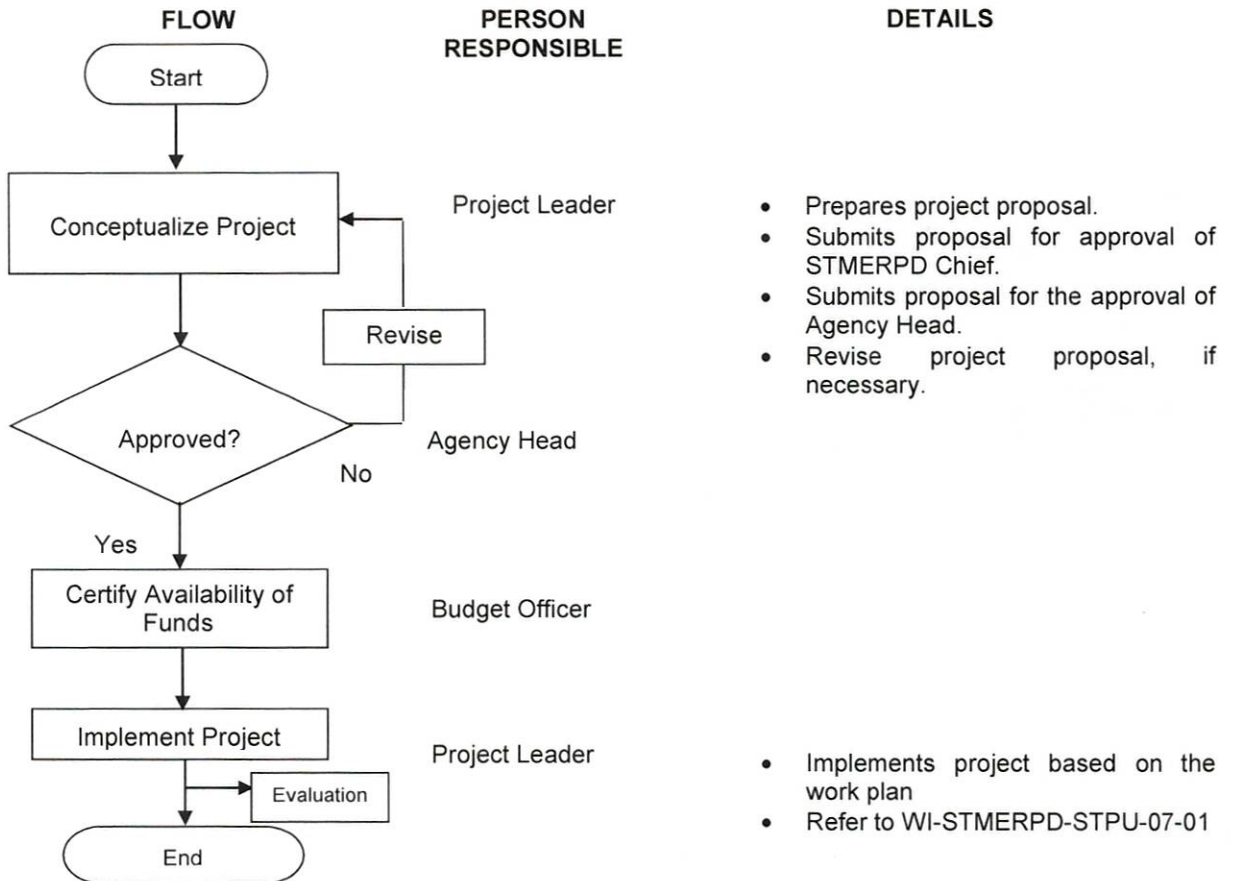
5.0 References:



DepEd Masterlist of Elementary and High Schools
 List of Priority Municipalities without Examinees / Scholars (from STSD)

Prepared by:  Unit Head, STPU	Approved by:  Chief, STMERPD
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6.0 Procedure



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