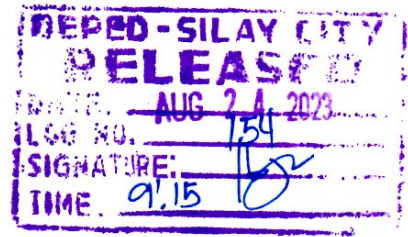




Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OFFICE OF SILAY CITY



August 22, 2023

DIVISION MEMORANDUM
No. 320 s.2023

**CONDUCT OF DIVISION CAPACITY BUILDING ON RESEARCH USING THE
EXPANDED GUIDE FOR APPRAISING THE ACTION AND BASIC RESEARCH
PROPOSALS AND COMPLETED RESEARCH OUTPUT AND QUALITY
CONTROL CHECKLIST**

TO: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In adherence to the Regional Memorandum No. 648, s. 2022, titled "Expanded Guide for Appraising Action and Basic Research Proposals and Completed Research and the Quality Control Checklist", the Schools Division of Silay City, Planning and Research Section as part of its initiated program "Sa Research Problem Solved" and in collaboration with the University of the Philippines Visayas - Action Research Project, will conduct a three-day Capacity Building on Research using the expanded guide for appraising research on **August 31 to September 1, 2023 (face-to-face) and September 4, 2023 (virtual)**, from 8:30 a.m. to 5:00 p.m., at the Schools Division Office Conference Hall, Silay City.
2. This learning and development is aligned to the MATATAG education agenda on support for teachers for the continuing professional development and improvement of the delivery and quality of education and anchored on DepEd Order No. 16, s. 2017, and DEDP, Pillars 3.4.1 – 3.4.3.
3. This activity aims to:
 - a. train teachers in writing the Action and Basic Research using the appraisal research tools;
 - b. capacitate the Schools Division Research Committee (SDRC) and Technical Working Committee (TWC) in appraising the research proposals and completed research using the tools;
 - c. come up with a draft research proposals.
4. The participants are the following:
 - a. the School Research Coordinators with their proposed research topic.
 - b. teachers with research conducted under 2022 BERF and Non-BERF (see Enclosure 1).

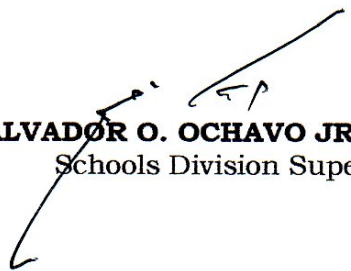


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- c. Schools Division Research Committee (SDRC) and Technical Working Committee (TWC) (see Enclosure 2).
5. Participants shall bring laptop and extension cord.
6. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of Learning and Development interventions on account of age, school, gender, civil status, disability, religion, or other similar factors and personal circumstances that run counter to the principles of equal opportunity.
7. Food and other expenses shall be charged against Special Education Fund (SEF), travelling expenses of the participants shall be charged against School Fund subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.


SALVADOR O. OCHAVO JR. EdD, CESO V
Schools Division Superintendent

Incl: as stated.

Reference: DepEd Order No. 16, s. 2017, RM No. 648, s. 2022, Div. Memo No. 559, s. 2022

To be included in the Perpetual Index

Under the following subjects:

RESEARCH OR STUDIES

TEACHERS

TRAININGS



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Enclosure 1

2022 BERF and Non-BERF		
No.	Name of Proponent/s	School
1	Christian E. Soligan	Don Felix T. Lacson Memorial National HS
2	Cleofe G. Gutana,	Silay SPED Center
3	Ma. Ruby P. Ledesma	Doña Montserrat Lopez Memorial High School
4	Johnna Mabaylan	Silay South Elem. School



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Enclosure 2

Reference (Div. Memo No. 599, s. 2022)

A. The Schools Division Research Committee (SDRC):

Adviser : SALVADOR O. OCHAVO JR. EdD, CESO V
Schools Division Superintendent

Chairperson: RANDOLPH G. ALEMAN, PhD
Principal III
Officer-in-Charge
Office of Assistant Schools Division Superintendent

Co-chairpersons:
JOSE L. QUINTO Chief-SGOD
FEDERICO P. PILLON JR. Chief – CID

Members :
ROFELY M. NAPOLES, PhD SEPS- Planning and Research
CARMEL JOY P. AUJERO, EdD EPS – LRMDS
MARY LEILANI G. JAVINES EPS- English
PANCITO PANCHO S. CINCO Budget Officer

B. TECHNICAL WORKING COMMITTEE ON RESEARCH

	NAME	POSITION	SCHOOL
1.	John D. Evangelista, EdD	Head Teacher I	Don Albino & Doña Dolores Jison Integrated School
2.	Role C. Andrada, PhD.	Head Teacher I	Sibato Integrated School
3.	Ma. Perpetua Socorro F. Jadoc, PhD	Head Teacher VI	Doña Montserrat Lopez Mem. High School
4.	Ma. Isabel I. Javier, EdD	Principal I	Violeta Integrated School
5.	Freddie F. Napay, PhD	Principal I	Brgy. E. Lopez NHS
6.	Ana Mae P. Aujero	Teacher II	Dominador “Oking” Jison Memorial Elem. School



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