



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

MEMORANDUM

To: Mark Erwin Balute – Buenavista ES
Marites T. Arcilla - ALS
Daniel P. Manlangit – San Miguel RDHS
Timmy T. Alcantara – Bato CES
Reimar M. Fuentebella – Bato CES
Markjohn M. Tablizo – Virac Pilot ES
Irene T. Aguilar – Tubli NHS
Gladys A. Icaranom - JMAMES
Lara Angelika G. Tablate – San Vicente ES
Gesalyn R. Velchez – Bugao CES
School Research Coordinators of:
Buenavista ES San Miguel RDHS
Bato CES Virac Pilot ES
Tubli NHS JMAMES
San Vicente ES Bugao CES

(Thru the Respective Immediate Supervisors)

From: By Authority of the OIC - Schools Division Superintendent


EVA S. TOLENTINO
Administrative Officer V
Officer-in-Charge

Date: July 21, 2025

Subject: **ONLINE PROGRESS MONITORING OF THE IMPLEMENTATION OF
CY 2024-APPROVED NON-BERF BASIC EDUCATION RESEARCH**

1. Pursuant to DepEd Order No. 16, s. 2017 (*Research Management Guidelines*), please be informed that the Schools Division Research Committee (SDRC) Secretariat will conduct an Online Progress Monitoring of the Implementation of CY 2024-Approved Non-BERF Basic Education Research on July 29, 2025, from 3:00 PM to 5:00 PM via this link: <https://meet.google.com/xdp-pzhg-rgj>
2. The purpose of the activity is to:
 - a. Monitor the implementation of the research work plan and provide technical assistance to the researchers;
 - b. Provide direction and resolve emerging issues related to the management and operation of research implementation and activities; and
 - c. Assess the program, make improvements, and track results as reflected in the workplan.



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3. To ensure the smooth conduct of implementation progress monitoring, researchers are advised to prepare a brief and concise presentation consisting of no more than ten slides, to be delivered within 10 minutes. The respective school research coordinators are expected to provide support to the researchers in preparing the presentation. The sequence of presentation will be as follows:

- a. Context/ Introduction and Rationale
- b. Research Questions
- c. Innovation, Intervention and Strategy (for Action Research only)
- d. Research Methods
- e. Initial Findings
- f. Dissemination and Utilization/ Advocacy Plan

4. After the program preliminaries, participants will be divided into two groups. The table below presents the group assignments for the progress monitoring sessions, along with the designated facilitators and corresponding breakout session links.

Group 1	Group 2
Facilitator: Floren P. Clavo	Facilitator: Aroline T. Borja
Mark Erwin Balute Marites T. Arcilla Daniel P. Manlangit Timmy T. Alcantara Reimarl M. Fuentebella	Markjohn M. Tablizo Irene T. Aguilar Gladys A. Icaranom Lara Angelika G. Tablate Gesalyn R. Velchez
Break-Out Session Link: https://meet.google.com/xdp-pzhg-rgj	Break-Out Session Link: https://meet.google.com/uca-wrux-dnq

5. Enclosed in this memorandum is the indicative program matrix of the activity.

6. For information, guidance, and compliance.



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Indicative Program Matrix

Activity	In-Charge
Preliminaries	
- Philippine National Anthem - Prayer	AVP AVP
Opening Remarks	Romel G. Petajen SDRC Co-Chairperson
Statement of Purpose	Aroline T. Borja SDRC Co-Chairperson Alternate
Acknowledgment of Participants	Floren P. Clavo SDRC Member/ Secretariat
Messages	Delfin A. Bondad OIC – ASDS Ma. Jeany T. Abayon OIC - SDS
Presentation of Mechanics	Mary Jean S. Romero SDRC Co-Chairperson
Break-Out Session	
- Presentation by the Researchers - Focus Group Discussion - Ways Forward/ Closing Remarks	Group 1: Floren P. Clavo SDRC Member/ Secretariat Group 2: Aroline T. Borja SDRC Co-Chairperson Alternate



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