



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



January 13, 2020

DIVISION MEMORANDUM
No. 029, s. 2020

UPDATED MEMBERS OF THE SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC), DIVISION ETHICS REVIEW COMMITTEE (DERC), DIVISION RESEARCH TECHNICAL WORKING GROUP (DRTWG), AND THE DESIGNATION OF DIVISION FOCAL FOR RESEARCH PRODUCTION AND MANAGEMENT

To: MELANIE P. ESTACIO, PhD - OIC, Officer of the ASDS
BEVERLY S. DAUGDAUG, EdD - Chief Education Program Supervisor, CID
SOLLIE B. OLIVER - Chief Education Program Supervisor, SGOD
CABRELLA, JEM BOY B. - Education Program Supervisor for Mathematics
LUZMINDA B. JASMIN - Education Program Supervisor for Science
MARY JOY B. FORTUN, PhD - Education Program Supervisor for LRMDs
TITO M. ENDRINA, PhD - Education Program Supervisor for English
RONIL YN P. NIEVES - Education Program Supervisor, Division GAD Focal Person
Division Legal Officer
NORELIZA A. MISAL - Accountant III
XAVIER S. FUENTES - SEPS, Planning & Research Section
RONALD B. DEDACE - SEPS, Human Resource Development Section
SEPS, School Management Monitoring and Evaluation Section
PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
BAI TITA M. FAMOSO, CAB Chairperson
ROSARIO B. DIAMANTE - NEU Representative
JONATHAN E. RELLON - PESPA Representative
ROGER A. MANAPOL, EdD - NAPSSHI Representative
Division Federated Supreme Pupil Government Representative
Division Federated Supreme Student Government Representative
School Heads of Elementary and Secondary Schools
All others concerned

1. Pursuant to the implementation of DO. No. 16, s. 2017 - "Research Management Guidelines", the following are hereby designated as the new members of the Schools Division Research Committee (SDRC):

Chair: MELANIE P. ESTACIO, PhD, OIC-Office of the ASDS
Co-Chair: BEVERLY S. DAUGDAUG, EdD - Chief EPS, CID
SOLLIE B. OLIVER - Chief EPS, SGOD
Members: JEM BOY B. CABRELLA – EPS, Mathematics
LUZMINDA B. JASMIN - EPS, Science
TITO M. ENDRINA - EPS, English
MARY JOY B. FORTUN - EPS, LRMDs
NORELIZA A. MISAL -Accountant III
XAVIER S. FUENTES - SEPS, Planning & Research Section
By invitation:
Focal person of concerned division/learning area/section/program
Secretariat: RONALD B. DEDACE - SEPS, Human Resource Development Section
SEPS, School Management Monitoring and Evaluation Section
PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
Adviser: CRISTY C. EPE, CESE - SDS

2. The Committee shall serve as evaluators of research proposals for BERF funding prior to the submission to the Regional Research Committee (RRC), ensuring that submissions are complete and aligned with the Research Agenda of the Department as stipulated in DO. No. 39, s. 2016 - "Adoption of the Basic Education Research Agenda".
3. To facilitate the evaluation and approval of research proposals, the following are hereby designated as members of the Division Research Technical Working Group (DRTWG) as alternates of the SDRC members.

Name	Position/Designation	Station
ELIKA FAYE M. ALFONSO	Special Science Teacher I	Matti NHS
MISHEL C. CADUNOG	Principal I	KibanbanES
EMILY V. IGCALINOS	Teacher II	Ramon Magsaysay CES
EDUARDO P. PALLER, JR.	Master Teacher I	Aplaya ES
SHEENA MAE N. ROXAS	Special Science Teacher I	SHS in Digos City
THONVER R. SAMPAGA	Special Science Teacher I	Kapatagan SHS
RIZZA L. VILLALUNA	Principal I	Goma NHS
LEILANI T. SENIRES	Master Teacher I	SHS in Digos City
LALAIN D. MORTALLA	Master Teacher I	Digos City NHS
BERNARDINO P. MAGNO	Teacher I	Digos City NHS
VERONICA M. SASI	Teacher I	Pedro V. Basalan ES

4. The Division Research Technical Working Group (DRTWG) shall assist the SDRC in: organizing, coordinating, and documenting meetings; doing initial screening of submitted proposals; recommending proposals for compliance with submission guidelines; coordinating with academic and research institutions, government agencies, and other DepEd offices in the conduct of research; providing technical assistance to researchers on the conduct of their studies through meetings, training, and workshops; conducting periodic monitoring on research initiatives; preparing periodic report on accomplishments related to division research initiatives; and preparing complete staff work in support of the SDRC functions.
5. In adherence to contemporary research ethics, a Division Ethics Review Committee (DERC) is hereby created to ensure the protection of human participants in studies with sensitive topics through the principles of respect for persons, beneficence, and justice. The following are designated/requested as members of the DERC:

Chair: MELANIE P. ESTACIO, PhD, OIC-Office of the ASDS
 Co-Chari: Division Legal Officer
 Members: RONILYN P. NIEVES, EPS - Division GAD Focal Person
By invitation:
Focal person of concerned division/learning area/section/program
 BAI TITA M. FAMOSO, CAB Chairperson
 ROSARIO B. DIAMANTE - NEU Representative
 JONATHAN E. RELL ON - PESPA Representative
 ROGER A. MANAPOL, EdD - NAPSSHI Representative
 Division Federated Supreme Pupil Government Representative
 Division Federated Supreme Student Government Representative

Secretariat: XAVIER S. FUENTES - SEPS, Planning & Research Section
 RONALD B. DEDACE - SEPS, Human Resource Development Section
 SEPS, School Management Monitoring and Evaluation Section
 PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
 Division Research Technical Working Group

6. In compliance with the memorandum on DepEd Office Functions and Job Descriptions issued through an unnumbered memorandum dated 25 January 2018 from the office of Usec. Jesus Lorenzo R. Mateo, the following personnel are hereby designated as the Division Research Focal Person for Production and Management:

Name	Research Designation	Position
XAVIER S. FUENTES	Division Focal for Research Management	SEPS - Planning and Research
TITO M. ENDRINA	Division Focal for Research Production	EPS - English

LUZMINDA B. JASMIN	Alternate Division Focal for Research Production	EPS – Science
JEM BOY B. CABRELLA	Alternate Division Focal for Research Production	EPS - Mathematics

7. All issuances inconsistent with this memorandum are hereby repealed, rescinded, or modified accordingly.
8. For your information and compliance.


CRISTY C. EPE, CESE f.
 Schools Division Superintendent

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED 51152

DATE: 17 JAN 2020 TIME: 10:28

BY: 

Encls:

References: Division memo No. 270, s. 2017
 Division Memo No. 161, s. 2017
 DepEd Order No. 16, s. 2017

To be indicated in the Perpetual Index under the following subjects:
 SCHOOLS DIVISION RESEARCH COMMITTEE
 DIVISION RESEARCH TECHNICAL WORKING GROUP
 DIVISION ETHICS REVIEW COMMITTEE
 BASIC EDUCATION RESEARCH FUND
 RESEARCH MANAGEMENT GUIDELINES

ssf: updated members of the schools division research committee~
 8 January 2020