



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

January 13, 2022

DIVISION MEMORANDUM
No. 024, s. 2022

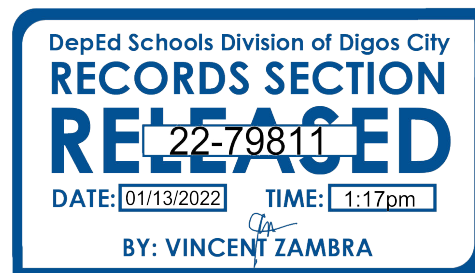
DESIGNATION AS SIGNATORY OF PERMIT TO CONDUCT RESEARCH

To: BASILIO P. MANA-AY, JR.
Assistant Schools Division Superintendent

1. In connection with Division Memorandum No. 006, s. 2022 otherwise known as *Reconstituted Members of the Schools Division Research Committee (SDRC), Division Ethics Review Committee (DERC), Division Education Research Evaluation Group (DEREG) Division Research Technical Working Group (DRTWG), and Division Focal for Research Production and Management*, identifying the Assistant Schools Division Superintendent as the Chair of the Schools Division Research Committee, DR. BASILIO P. MANA-AY, JR., is hereby designated as the signatory of permits to conduct research.
2. This shall take effect immediately and shall remain in effect until revoked.
3. For your guidance and compliance.

CRISTY C. EPE 1/13/2022

Schools Division Superintendent



Encls: Division Memo No. 006, s. 2022

References: DepEd Order No. 16, s. 2017

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

xsf: designation as signatory of permit to conduct research
13 January 2022



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

January 5, 2022

DIVISION MEMORANDUM
No. 006, s. 2022

RECONSTITUTED MEMBERS OF THE SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC), DIVISION ETHICS REVIEW COMMITTEE (DERC), DIVISION EDUCATION RESEARCH EVALUATION GROUP (DEREG), DIVISION RESEARCH TECHNICAL WORKING GROUP (DRTWG), AND DIVISION FOCAL FOR RESEARCH PRODUCTION AND MANAGEMENT

To: Assistant Schools Division Superintendent
Chiefs of CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
School Heads of Public Elementary and Secondary Schools
CAB Chairperson
NEU Representative
PESPA Representative
NAPSSHI Representative
Division Federated Supreme Pupil Government Representative
Division Federated Supreme Student Government Representative
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: BASILIO P. MANA-AY JR., EdD – Asst. Schools Division Superintendent
Co-Chair: BEVERLY S. DAUGDAUG, EdD - Chief, CID
SOLLIE B. OLIVER – Chief, SGOD
Members: JEM BOY B. CABRELLA – EPS, Mathematics
MISHEL C. CADUNOG – EPS, LRMS
TITO M. ENDRINA – EPS, English
LUZMINDA B. JASMIN – EPS, Science
CLARENCE S. PILLERIN – PSDS, Secondary Schools
GERVASIO R. SALINAS, JR. – EPS, Araling Panlipunan

Encls: Unnumbered regional memorandum dated May 12, 2021
References: DepEd Order No. 16, s. 2017

To be indicated in the Perpetual Index under the following subjects:
SDRC DERC
DRTWG RESEARCH FOCAL
EREG

xf: reconstituted members of the schools division research-
5 January 2022



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NORELIZA A. MISAL - Accountant III
 XAVIER S. FUENTES - SEPS, Research
By invitation:
Focal person of concerned division/learning area/section/program
 Secretariat: RONALD B. DEDACE - SEPS, Human Resource Development
 ELESER D. MATEO - SEPS, School Management Monitoring & Evaluation
 PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking
 Division Education Research Evaluation Group (DEREG)
 Division Research Technical Working Group (DRTWG)
 Adviser: CRISTY C. EPE – Schools Division Superintendent

2. The Committee shall serve as evaluators of research proposals for the Basic Education Research Fund (BERF), before its submission to the Regional Research Committee (RRC) and ensuring its completeness and alignment 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 recommendation of research proposals, the following are hereby designated as members of the Division Education Research Evaluation Group (DEREG) and Division Research Technical Working Group (DRTWG) as alternates of the SDRC members.

Division Education Research Evaluation Group (DEREG)

Name	Position/Designation	Station
EMILY V. IGCALINOS	Teacher II	Ramon Magsaysay CES
LEILANI T. SEÑIRES	Master Teacher I	SHS in Digos City
MARJUN B. REBOSQUILLO	EPS II	Alternative Learning System

Division Research Technical Working Group (DRTWG)

Name	Position/Designation	Station
ELIKA FAYE M. ALFONSO	Special Science Teacher I	Matti NHS
NORMA S. BARON	SPED Teacher I	San Miguel ES
MICHAEL E. COMETA	Master Teacher I	Necencio A. Isidro Es
LALAINE D. MORTALLA	Master Teacher I	Digos City NHS
RODOLFO M. OSORNO II	Master Teacher I	Ramon Magsaysay CES
MOISES R. PERRAL	Master Teacher II	SHS in Digos City
MIZRAIM MAY P. REBUTA	Teacher I	Pedro V. Basalan ES
JOCOH P. ROMERO	Teacher III	Rizal CES
SHEENA MAE N. ROXAS	Special Science Teacher I	SHS in Digos City
JAZEL SALIGAN	Teacher I	Balabag NHS
THONVER R. SAMPAGA	Special Science Teacher I	Kapatagan SHS
VERONICA M. SASI	Teacher II	Pedro V. Basalan ES

4. The Division Education Research Evaluation Group (DEREG) with the Division Research Technical Working Group (DRTWG) shall assist the SDRC in: (a) organizing, coordinating, and documenting meetings; (b) doing an initial screening of submitted proposals; (c) recommending proposals for compliance with submission guidelines; (d) coordinating with academic and research institutions, government agencies, and other DepEd offices in the conduct of research; (e) providing technical assistance to researchers on the conduct of their studies through meetings, training, and workshops; (f) conducting periodic monitoring on research initiatives; (g) preparing a periodic report on accomplishments related to division research initiatives; (h) 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: BASILIO P. MANA-AY JR, EdD – Asst. Schools Division Superintendent
 Co-Chair: ATTY. CLARISE JOY A. LLABAN - Division Legal Officer
 Members: RONILYN P. NIEVES – EPS for Values Education, Division GAD Focal Person

*By invitation:
 Focal person of concerned division/learning area/section/program*

BAI TITA M. FAMOSO - CAB Chairperson
 NORELIZA C. MISAL - NEU Representative
 ALDIN BARSALOTE - 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, Research
 RONALD B. DEDACE - SEPS, Human Resource Development
 ELESER D. MATEO, SEPS, School Management Monitoring and Evaluation
 PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking
 Division Education Research Evaluation Group (DEREG)
 Division Research Technical Working Group (DRTWG)

- In compliance with the memorandum on DepEd Office Functions and Job Descriptions issued through an unnumbered memorandum dated January 25, 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 for Research
TITO M. ENDRINA	Division Focal for Research Production	EPS for English
LUZMINDA B. JASMIN	Alternate Division Focal for Research Production	EPS for Science
JEM BOY B. CABRELLA	Alternate Division Focal for Research Production	EPS for Mathematics

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



CRISTY C. EPE *ky* 1/15/2022

Schools Division Superintendent

