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Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**  
**DIVISION MEMORANDUM**  
SGOD-2024-037

To : Demosthenes O. Cajés, MT-I, Balabag ES  
Marjun B. Rebosquillo, SEPS-P&R - SGOD

Subject : INNOVATING A SYSTEM FOR RESEARCH PROPOSAL SUBMISSION  
OF DOCUMENTS AND REQUIREMENTS

Date : January 17, 2024

The entire system of the previous repository link for the submission of research proposals in the SDO of Digos City had been disrupted by the new direction of Google, limiting the uploading and downloading capacity of researchers and users. Students, teachers, and other proponents of research proposals have been troubled by this inaccessibility event of the system. Thus, this Office directs the personnel mentioned above to innovate and develop a new system that can be accessed by all research proponents within and outside the division office.

Moreover, the developers will be tasked to maintain, monitor, and check the functionality of the system quarterly to further enhance and improve its role.

DepEd teaching personnel who are selected for this activity shall adhere to the policy on "No Disruption of Classes" per DepEd Order No. 9, s. 2005 entitled: "Institutionalizing Measures to Increase Engaged Time-on-task and Ensuring Compliance Therewith", and shall coordinate with their school heads for proper arrangement of their workloads and classes if there are conflicts of schedules.

For information, guidance, and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
OIC- Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
24-115465

DATE: JAN 18 2024 TIME: 10:20am

BY: *[Signature]*

Enclosed: As stated.  
SGOD/PR/mbr



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