



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent
DIVISION MEMORANDUM

SGOD-2025-258

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Administrative Officer V
Education Program Supervisors
Public Schools District Supervisors
School Heads and Teachers of Public
Elementary and Secondary Schools

Subject : ATTENDANCE IN THE CONDUCT OF REGIONAL UPSKILLING ON
ACTION RESEARCH

Date : May 6, 2025

In reference to the attached Regional Memorandum PPRD-2025-041, re: "Regional Upskilling on Action Research", this Office directs all the identified teacher-participants below to attend in the activity on May 21-23, 2025 (venue to be announced later).

The teacher-participants identified are the following:

No.	NAME	School
1	Mizraim May P. Rebuta, MT 1	Casildo Nonol ES
2	Kremia Katrina C. Thiam, MT 1	DiCNHS
3	Ma. Regina E. Robante, MT 1	Aplaya ES
4	Brynel S. Espina, T1	DMMES

Meals, venue, and accommodation for the participants are chargeable to regional funds while traveling and other incidental expenses shall be charged against local funds subject to the existing accounting and auditing rules and regulations.

Further, participants are advised to bring laptop and extension wire.

For information, guidance, and compliance.

MELANIE P. ESTACIO, PhD, CESO VI

Schools Division Superintendent

RECORDS SECTION

Enclosed: As stated.
SGOD/PR/mbr

RELEASED

DATE: MAY 08 2025 / TIME: 8:19a

BY: _____



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

Schools Division of Digos
RECORDS SECTION 04250
70958

29 APR 2025
1:32

April 28, 2025

REGIONAL MEMORANDUM
PPRD-2025-041

REGIONAL UPSKILLING ON ACTION RESEARCH

To: Assistant Regional Director
Schools Division Superintendents

1. Pursuant to DepEd Order No. 16, s. 2017 re- "Research Management Guidelines," aligning understanding in conducting basic education action research is vital to produce results and recommendations with credibility and integrity. Thus, the Department disseminated the Action Research Toolkit as a reference.
2. In this regard, this Office will conduct a regional upskilling on action research on **May 21-23, 2025** (venue to be announced). The activity aims to update skills and competence in conducting action research.
3. Enclosed is the list of participants who shall pre-register via <https://forms.office.com/r/uJ6Cz8g9u1> and the activity matrix.
4. Meals, venue, and accommodation for the participants are chargeable to regional funds while traveling, and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and procedures.
5. Queries can be channeled to Jomar Boy A. Cuyos, of Policy, Planning and Research Division through pprd.region11@deped.gov.ph.
6. Immediate dissemination and compliance with this Memorandum is highly desired.

DEPARTMENT OF EDUCATION - DAVAO
RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
Director IV

Encl: as stated
ROP4/jbac

By: [Signature]
Date: April 29, 2025
Total: 120651



Republic of the Philippines
Department of Education
DAVAO REGION

LIST OF PARTICIPANTS

NAME	POSITION/ DESIGNATION	OFFICE/ DIVISION
1. Allan G. Farnazo	Regional Director	DepEd RO XI
2. Rebonfamil R. Baguio	Assist. Regional Director	DepEd RO XI
3. Marilyn B. Madrazo	Chief Education Supervisor	PPRD
4. Cherry Ann D. Into	EPS	PPRD
5. Jomar Boy A. Cuyos	EPS II	PPRD
6. Shella Lu Dela Cerna	Stat I	PPRD
7. Esther Khrysmaye Roble	AO II	PPRD
8. Lou Jynne Masanguid	ADAS 1	PPRD
9. QAME Associate (TBI)	EPS	QAD
10. Mack Arthur Gamayot	Research Coordinator	Davao City
11. Louwell Ted Sevilla	Division Research Evaluators	
12. Larry Saliga		
13. Divilyn Rodriguez		
14. Ellin Gamayot		
15. Ramil Cubelo		
16. Annalyn Loreto	Research Coordinator	Davao de Oro
17. Ian Jake Galorio	Division Research Evaluators	
18. Sheila Jean Cabayag		
19. Willie Jun Broce		
20. Aileen Maghanoy		
21. Melanie Mandin	Research Coordinator	Davao del Norte
22. Allan J. Paglinawan	Division Research Evaluators	
23. Rey Villagrancia		
24. Carjoline Delima		
25. Jeramie Pilayan		
26. Kirk Sonny Gil Heruela	Research Coordinator	Davao del Sur
27. Amor K. Salas	Division Research Evaluators	
28. Edward Dizon		
29. Jimmy Rey Cabardo		
30. Carl Deck Cortes		
31. Rowil Tirro	Research Coordinator	Davao Oriental
32. Arian Hazel Belain	Division Research Evaluators	
33. Erwin Belain		
34. Ronick Jhun Leones		
35. Jason Muyalde		
36. Dick Navaja	Research Coordinator	Davao Occidental
37. Jayson Balila	Division Research Evaluators	
38. Michelle Rose Casis		
39. Romilo Paolo Solitana		
40. Rominick Gildore		



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41. Erick Dalumpines	Research Coordinator	Panabo City
42. Marjori Cristelle Simene	Division Research Evaluators	
43. Miraflor Kadile		
44. Analyn Nanol		
45. Johanna Linterna		
46. Joan Christella Cereno	Research Coordinator	Mati City
47. Kristal Entrino	Division Research Evaluators	
48. Gene Pearl Luna		
49. Roy Bugsad		
50. Leandro Ompad		
51. Marjun Rebosquillo	Research Coordinator	Digos City
52. Kremia Katrina Thiam	Division Research Evaluators	
53. Brynel Espina		
54. Ma. Regina Robante		
55. Mizraim May Rebuta		
56. Joseph Chagas	Research Coordinator	Tagum City
57. Glory Jean Leop	Division Research Evaluators	
58. Shane Lupina		
59. Kevin Pude		
60. Ramel Abay		
61. Graciela Robles	Research Coordinator	Island Garden City of Samal
62. Joan Benoyya	Division Research Evaluators	
63. Edilberto Lapaya Jr.		
64. Sem Macosang		
65. Helen Jane Go		



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ACTIVITY MATRIX

Day 1- May 21, 2025

Time	Activity	Person-In-Charge
8:00- 9:00 am	Arrival and Registration	Participants
9:00- 9:30 am	Prefatory Philippine National Anthem Prayer, Davao Region Hymn DepEd Quality Policy	AVP
	Acknowledgement of Participants	Jomar Boy A. Cuyos EPS II, PPRD
	Welcome Message	Rebonfamil R. Baguio Assist. Regional Director
	Rationale	Marilyn B. Madrazo Chief, PPRD
	Message	Allan G. Farnazo Director IV
	Pretest	Quality Assurance Division Representative
9:30- 10:30 am	Session 1: Action Research Definition and Implementation	Dr. Jomar Boy A. Cuyos EPS II- Speaker
10:30- 12:00 am	Session 2: Generating Topics and Formulating Research Questions for Action Research	Joan Christella Cereno SEPS, Speaker
12:00-1:00 pm	Lunch Break	
1:00- 2:30 pm	Session 3: Designing an Experimental Action Research	Dr. Mack Arthur Gamayot SEPS, Speaker
2:30 – 4:00 pm	Session 4: Designing Qualitative Action Research	Dr. Ramil Cubelo MT 1, Speaker
4:00- 5:30 pm	Session 5: Sampling Methods for Action Research	Marjun Rebosquillo SEPS, Speaker
5:30 pm onwards	Dinner	

Day 2- May 22, 2025

Time	Activity	Person-In-Charge
8:00 8:30 am	Preliminary and Management of Learning	Davao Oriental Division
8:30- 10:30 am	Session 6: Design to Assess the Situation	Dr. Joseph O. Chagas SEPS, Speaker
10:30- 12:00 am	Session 7: Data Collection: Paper and Pencil	Annalyn Loreto SEPS, Speaker



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12:00-1:00 pm	Lunch Break	
1:00-2:30 pm	Session 8: Data Collection: Interview	Dr. Ramil Cubelo MT 1, Speaker
2:30- 4:00 pm	Session 9: Data Collection: Observation	Annalyn Loreto SEPS, Speaker
4:00-5:30 pm	Session 10: Data Collection: Document and Materials	Marjun Rebosquillo SEPS, Speaker
5:30 pm onwards	Dinner	

Day 3- May 23, 2025

<i>Time</i>	<i>Activity</i>	<i>Person-In-Charge</i>
8:00 8:30 am	Preliminary and Management of Learning	Esther Khrysmaye Roble AO II
8:30- 10:00 am	Session 11: Preparation for Data analysis	Joan Christella Cereno SEPS, Speaker
10:00- 11:00 am	Session 12: Quantitative analysis: Descriptive and Inferential Statistics	Dr. Mack Arthur Gamayot SEPS, Speaker
11:00- 12:00 pm	Session 13: Qualitative Analysis	Dr. Ramil Cubelo MT 1, Speaker
12:00-1:00 pm	Lunch Break	
1:00-2:30 pm	Session 14: Action Research Proposal and Report Guidelines	Dr. Jomar Boy A. Cuyos EPS II- Speaker
2:30- 4:30 pm	Critiquing Action Research Proposal and Report and presentation of output	Panel of Reactors Dr. Jomar Boy A. Cuyos Dr. Mack Arthur Gamayot Dr. Ramil Cubelo Dr. Joseph O. Chagas
4:30- 5:00 pm	Post Test	Quality Assurance Division Representative
	Insights	Selected participants
	Giving of Certificates	Technical working committee
	Way forward	Dr. Jomar Boy A. Cuyos EPS II- Speaker
	Closing Remarks	Dr. Cherry Ann Into EPS, PPRD
	Pictorial	