



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

18 AUG 2026

DIVISION MEMORANDUM
No. 379, s. 2026

DIVISION EVALUATION OF RESEARCH PROPOSALS FOR FY 2027

To: Assistant Schools Division Superintendent
OIC, Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. In accordance with **DepEd Order No. 16, s. 2017**, titled *Research Management Guidelines*, and in line with **Regional Memorandum No. 557, s. 2026**, titled *Call for Research Proposals to be Funded by the Basic Education Research Fund (BERF) for FY 2027*, this Office, through the **Schools Division Research Committee (SDRC)**, shall conduct the **Division Evaluation of Research Proposals for FY 2027**.
2. The activity aims to:
 - a. evaluate the submitted research proposals based on the prescribed criteria and requirements;
 - b. assess their alignment with the **Basic Education Research Agenda (BERA)** and the **Additional Regional Education Research Agenda**;
 - c. determine the relevance, significance, feasibility, and methodological soundness of the proposed studies;
 - d. assess the appropriateness of the research design, methodology, data collection, and data analysis procedures;
 - e. evaluate the proposed work plan and cost estimates;
 - f. ensure compliance with applicable research integrity, ethical, data privacy, anti-plagiarism, conflict-of-interest, and responsible AI-use requirements; and
 - g. identify research proposals for recommendation to the **SDRC** for endorsement to the Regional Office for further evaluation.
3. The evaluation shall cover, among others, the following areas:
 - a. alignment with the Basic Education Research Agenda and applicable regional research priorities;
 - b. relevance and significance of the research problem;



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



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- c. clarity and appropriateness of the research objectives and questions;
 - d. review of related literature and conceptual/theoretical framework, as applicable;
 - e. appropriateness of the research design and methodology;
 - f. suitability of the participants, sampling procedure, research instruments, and data-gathering procedures;
 - g. appropriateness of the proposed data analysis and statistical treatment, as applicable;
 - h. feasibility of the proposed implementation schedule and work plan;
 - i. reasonableness and propriety of the proposed budget or cost estimates; and
 - j. compliance with applicable research ethics and integrity requirements.
4. The designated **Core Technical Working Group (TWG)** and **Support TWG** shall undertake the evaluation using prescribed criteria and rating forms. The SDRC Secretariat shall facilitate the activity and consolidate results for submission to the SDRC.
5. The Division Evaluation shall be conducted on **August 21–22, 2026**. Venue details shall be issued separately. The detailed schedule of activities and SDRC composition are provided in **Enclosures 1 and 2**.
6. Expenses incurred shall be charged against **SUB-ARO/LRO No. RO 6-25-02308** and **HRTD Funds 2026**, while travel expenses of SDRC members shall be charged to **School MOOE**, subject to usual accounting and auditing rules.
7. This Memorandum shall serve as **Authority to Travel** for identified SDRC members, TWG members, and Secretariat.
8. Identified personnel in this undertaking shall be entitled to service credits in accordance with DepEd Order No. 013, s. 2024, titled *Revised Guidelines on the Grant of Vacation Service Credits to Teachers*. Meanwhile, non-teaching personnel, including management staff, shall be granted Compensatory Time Off (CTO) in accordance with Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004, which provides guidelines on non-monetary compensation for overtime services rendered.
9. The designated TWG members shall observe **objectivity, fairness, confidentiality, and professionalism** throughout the evaluation and shall declare any actual or potential conflict of interest involving the research proposals under evaluation.



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10. This activity shall be conducted in accordance with applicable Department of Education policies on **research integrity, ethical conduct, data privacy, anti-plagiarism, conflict of interest, and responsible use of artificial intelligence in research.**

11. Immediate dissemination of and compliance with this Memorandum is directed.

FOR THE SCHOOLS DIVISION SUPERINTENDENT

MA. SHARON S. BARRIENTOS

Administrative Officer V
In-Charge of the Division

Encl.: As stated

References: DepEd Order No. 16, s. 2017 – *Research Management Guidelines*; Regional Memorandum No. 557, s. 2026 – *Call for Research Proposals to be Funded by the Basic Education Research Fund (BERF) for FY 2027*; and Regional Memorandum No. 593, s. 2026 – *Adoption and Implementation of the Guidelines on the Use of Artificial Intelligence (AI) in Basic and Action Research*

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

GUIDELINES

RESEARCH

INNOVATION

RESEARCH MANAGEMENT



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Enclosure No. 1 to Division Memorandum No. _____, s. 2026

SCHOOLS DIVISION OFFICE OF CAPIZ RESEARCH COMMITTEE

Designation	Name / Position
Chair	Marlon P. Destreza EdD OIC - Assistant Schools Division Superintendent (ASDS)
Co-Chairs	Ronald D. Dile OIC-Chief, School Governance and Operations Division (SGOD) Senior Education Program Specialist (School Management, Monitoring & Evaluation) Merlie J. Rubio EdD OIC-Chief, Curriculum Implementation Division (CID) Education Program Supervisor in Filipino
Adviser	Roel F. Bermejo Schools Division Superintendent (SDS)
Members	Aileen May F. Isiderio EdD Senior Education Program Specialist (Planning and Research) Merlie J. Rubio EdD Education Program Supervisor Filipino Marggie A. Obligacion, PhD Education Program Supervisor Araling Panlipunan Elenia P. Baranda Education Program Supervisor Mathematics



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Designation

Name / Position

Edwin Jason D. Dueñas, PhD
Education Program Supervisor-
LRMDS/OIC-EPS – English

Alan Vincent B. Altamia
Education Program Supervisor
EsP/Guidance

Ruth C. Gervero PhD
Education Program Supervisor
ALS/SPED

Andres Lyndon D. Quiachon
Education Program Supervisor
Science

Ronie C. Reteracion
Education Program Supervisor
MAPEH

Reynaldo G. Crespo, EdD
Education Program Supervisor
EPP/TLE/TVL

Finance

Denmark L. Llanera, CPA
Accountant III

Ann Marie D. Villamor EdD
Education Program Specialist II
(Social Mobilization)

Jhean Mae Grace Lingco
Project Development Officer I
(Youth Formation)

Secretariat

Danessa Mae A. Dator
Project Development Officer I

Bryan O. Lizada
Administrative Officer II



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Designation	Name / Position
	Argeline Joy V. Amores Administrative Officer II
	Maria Lourdes Peniano Administrative Officer II
	Ronald B. Diestro Administrative Officer II
Core Technical Working Group (TWG) Members	Division EPSs and SEPS-Planning and Research
Support Technical Working Group (TWG) Members	Rodnie I. Wicas EdD Zandie B. Ponce EdD Ma. Fatima Bolido Raymund Magbanua Mary Joy Diaz
Frontline Localized Network (selected Members)	Buddy E. Alvarez Jr. EdD July F. Falagne EdD Jonel D. Sembrano Nashrudin C. Roxas PhD Kyle D. Bonilla EdD Evita Rose Busil EdD
Additional Technical Working Group Members (for CPD-related functions)	Immaculada J. Amores PhD Mark Nel Venus Arnold Delfin Mary Lyn De Guzman Krizel Aguadera Edwin Salanatin



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Enclosure No. 2 to Division Memorandum No. 379, s. 2026

SCHOOLS DIVISION OF CAPIZ RESEARCH EVALUATION
Schedule of Activities

DATE	TIME	ACTIVITY	IN-CHARGE
Day 1 (August 21, 2026)	7:30-8:00	Arrival and Registration	SDRC Secretariat
	8:00-8:30	Opening Preliminaries	SDRC Secretariat
		Opening Remarks	ROEL F. BERMEJO Schools Division Superintendent
		Objectives and Matrix of Activities	AILEEN MAY F. ISIDERIO SEPS-Planning&Research
	8:30-9:00	Research Agenda and Priority Research Topics	AILEEN MAY F. ISIDERIO SEPS-Planning&Research
	9:00-9:30	Walkthrough of the Expanded Guideline for Appraising Action and Basic Research	AILEEN MAY F. ISIDERIO SEPS-Planning&Research
	9:30-10:00	Updated Forms and Orientation of AI Guidelines	AILEEN MAY F. ISIDERIO SEPS-Planning&Research
	10:00-12:00	Evaluation of Research Proposals	SDRC
	12:00-1:00	Lunch Break	
	1:00-5:00	Evaluation of Research Proposals	SDRC
Day 2 (August 22, 2026)	8:00-12:00	Evaluation of Research Proposals	SDRC
	12:00-1:00	Lunch Break	
	1:00-3:00	Evaluation of Research Proposals	SDRC
	3:00-5:00	Closing Preliminaries	SDRC Secretariat
		Awarding of Certificates	SDRC Secretariat
		Ways Forward	SDRC