



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

19 AUG 2026

DIVISION MEMORANDUM
No. 383, s. 2026

**ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 379, S. 2026,
TITLED 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 reference to Division Memorandum No. 379, s. 2026, titled Division Evaluation of Research Proposals for FY 2027, please be informed that the **venue** of the said activity shall be at **MVW Hotel and Restaurant, Roxas Avenue, Roxas City, Capiz**.
2. All other provisions of the aforementioned Memorandum shall remain in full force and effect.
3. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

MA. SHARON S. BARRIENTOS
Administrative Officer V
In-Charge of the Division

Encl.: As stated
References: As stated

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

GUIDELINES RESEARCH INNOVATION RESEARCH MANAGEMENT



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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18 AUG 2026

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DIVISION EVALUATION OF RESEARCH PROPOSALS FOR FY 2027

To: Assistant Schools Division Superintendent
OIC, Chief Education Supervisors
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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;



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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. 379, 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)

Aileen May F. Isiderio EdD

Senior Education Program Specialist
(Planning and Research)

Merlie J. Rubio EdD

Education Program Supervisor
Filipino

Members

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



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