



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

September 6, 2022

DIVISION MEMORANDUM

No. 312, s. 2022

RESEARCH CARAVAN 2022

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors and Public Schools District Supervisors
Elementary and Secondary School Heads
Non-Teaching Personnel in the Elementary and Secondary Schools
All Others Concerned

1. In line with the Department of Education's aim to continuously advance the culture of research across the basic education system and an environment of evidence-based policy making, this Office recognizes the need to encourage the non-teaching personnel of the division to actively engage in research. Relative to this, the School Governance and Operations Division through the Planning and Research Unit will conduct a Research Caravan for non-teaching personnel on October 27-28, 2022 at a venue to be announced later.
2. The activity aims to:
 - 2.1. promote the culture of research in aid of evidence-based policy formulation among the non-teaching personnel of the division; and
 - 2.2. capacitate the participants on the conceptualization and preparation of research proposals aligned with the Harmonized Regional Basic Education Research Agenda and their key results areas.
3. The activity shall be participated by 33 Administrative Officer II in the elementary (Team leader of AOs per district), 18 Guidance Counselors (JHS) and six (6) Registrar I (SHS) from the secondary schools. The six registrar-participants will be identified by the EDDIS chairperson.
4. Participants are requested to register in the following link <https://tinyurl.com/RC2022Reg> on or before October 14, 2022.





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5. The following enclosures articulate the indicative schedule of activities for the Research Caravan and the names of resource speakers, research mentor, the technical working group and the project management team.

Enclosure No.1 Matrix of Activities for Research Caravan 2022

Enclosure No. 2 List of Resource Speakers, Research Mentors, Members of the Technical Working Group and Project Management Team

6. All participants are expected to observe all health protocols set by the Inter-Agency Task Force (IATF) during the conduct of the activity to combat the spread of COVID-19 virus.
7. Expenses to be incurred in the conduct of this activity shall be charged against Division InSeT fund subject to the usual accounting and auditing rules and regulations.
8. This Memorandum shall serve as the travel authority of all participants.
9. Immediate and wide dissemination of this Memorandum to all concerned is highly desired.


ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent





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Enclosure No. 1 to Division Memorandum No. 313, s. 2022

Matrix of Activities for Research Caravan 2022

Schedule	Activity
Day 1 (October 27, 2022)	
8:30 am – 9:30 am	Opening Program
9:31 am – 10:51 am	HEALTH BREAK
10:52 am – 12:00 nn	Session 1: Culture of Research in DepEd Harmonized Regional Basic Education Research Agenda Adherence to Research Ethics <i>Resource Person: Maribel S. Perez</i>
12:01 pm – 1:00 pm	LUNCH
1:01 pm – 2:00 pm	Session 2: Topic Conceptualization/Problem Identification <i>Resource Person: Ryan R. Bautista</i>
2:01 pm – 3:15 pm	Breakout Session Conceptualizing a Research Topic (To be facilitated by research mentors assigned to groups – AOs, RGCs, Registrars)
3:16 PM – 3:30 pm	HEALTH BREAK
3:31 pm – 4:30 pm	Presentation of Outputs (Selected participants)
Day 2 (October 28, 2022)	
8:30 am – 9:00 am	Management of Learning
9:01 am – 10:00 am	Session 3A: Preparing the Research Proposal <i>Resource Person: Maribel S. Perez</i>
10:01 am – 10:21 am	HEALTH BREAK
10:22 am – 12:00 nn	Continuation of Session 3A
12:01 pm – 1:00 pm	LUNCH
1:01 pm – 2:00 pm	Session 3B – Sample Research Proposal and Completed Research (Non-teaching Personnel) <i>Resource Person: Inah Marifaye M. Blanco</i>
2:01 pm – 3:00 pm	Breakout Session Preparing draft research proposal (To be facilitated by research mentors assigned to groups – AOs, RGCs, Registrars)
3:01 pm – 3:15 pm	HEALTH BREAK
3:16 pm – 4:00 pm	Presentation of Outputs (Selected participants)
4:01 pm – 4:45 pm	Closing Program





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Enclosure No. 2 to Division Memorandum No. 312, s. 2022

List of Resource Persons and Research Mentors, Members of the Technical Working Group and Project Management Team

Project Management Team

Name	Designation	Office
1. Zenia G. Mostoles, EdD, CESO V	Schools Division Superintendent	OSDS
2. Cecilia E. Valderama, PhD	Assistant Schools Division Superintendent	OSDS
3. Rowena T. Quiambao, CESE	Assistant Schools Division Superintendent	OSDS
4. Cecilia S. Custodio, PhD	Chief Education Supervisor	SGOD
5. Gregorio C. Quinto Jr.	Chief Education Supervisor	CID
6. Maribel S. Perez	Senior Education Program Specialist	SGOD

Resource Persons and Research Mentors

Name	Designation	School/Office
1. Maribel S. Perez	Senior Education Program Specialist	School Governance and Operations Division, SDO-Bulacan
2. Inah Marifaye M. Blanco	Project Development Officer I	School Governance and Operations Division, SDO-Bulacan
3. Gilbert Agapito	Public Schools District Supervisor	Marilao North District
4. Charito N. Laggui	Principal IV	Guiguinto Central School - Guiguinto
5. Ma. Aurea Rhodora DC. Geronimo	Principal II	Dr. Guillermo Dela Merced MS – Baliwag North
6. Ryan R. Bautista	Head Teacher III	Parada NHS - Sta. Maria West District
7. Renante B. Perez	Head Teacher III	Ramona S. Trillana HS –Hagonoy West

Technical Working Group

Name	Designation	School/Office
1. Julianne Ira DG. Perez	ADAS II	School Governance and Operations Division, SDO-Bulacan
2. Enrique Rigor P. Flores Jr.	Head Teacher III	Doña Candelaria Meneses Duque MHS - Bulakan
3. Clarissa DC. Flores	Head Teacher III	Iba National HS – Hagonoy East
4. Gerald DC. Villafuerte	Administrative Officer II	Plaridel ES – Plaridel District
5. Rozel B. Avila	Master Teacher II	Balagtas NAHS - Balagtas
6. Ria R. Navelgas	Teacher III	Pres. Disodado Macapagal HS - Angat

