



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OF BULACAN

January 18, 2024

DIVISION MEMORANDUM

No. 071, s. 2024

**SALIKSIKALIDAD**  
**(Putting Premium to Excellence in Research Through Quality Evaluation Process)**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors and Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. DepEd Order 16, s. 2017, entitled Research Management Guidelines articulated the evaluation of research proposals as the second phase in the research management cycle. Anent to this, the Schools Division Research Committee of DepEd Bulacan, through the School Governance and Operations Division, shall conduct the SALIKSIKALIDAD on January 30, February 1-2, 7-8, and 13, 2024, at the SDO Conference Hall, City of Malolos, Bulacan.
2. The activity was designed to facilitate the evaluation of research proposals submitted and to ensure that the evaluation process will be able to carefully select the proposals that are worthy of approval and have the potential to contribute meaningfully to DepEd's policies, programs, and practices.
3. The activity specifically aims to:
  - 3.1. screen and evaluate research proposals from the six educational districts;
  - 3.2. provide suggestions and recommendations to research proposers for the improvement in their proposals; and
  - 3.3. consolidate the results of the evaluation and prepare the documents for the notification of evaluation results to proposers.
4. Participants in this activity are the members of the Schools Division Research Committee and its secretariat and selected research mentors of the division, particularly mentors who are school heads and head teachers, in adherence to DepEd Order No. 9 s. 2005 on Instituting Measures to Increase Engaged



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Time-on-Task and Ensuring Compliance Therewith. The list of participants can be found in enclosure no. 1 of this Memorandum.

5. Participants are expected to observe health and safety protocols during the conduct of the activity.
6. Expenses to be incurred in the conduct of this activity shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations. Travel expenses of the participants from schools shall be charged against the school's local funds.
7. This Memorandum shall serve as the travel authority of all participants.
8. Immediate dissemination of this Memorandum is earnestly desired.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. \_\_\_\_, s. 2024

**LIST OF PARTICIPANTS**

Name	Position/ Designation	School/ District
1. Renante B. Perez	Head Teacher III	Ramona S. Trillana HS/ Hagonoy West
2. Virginia S. San Gabriel	Principal IV	Frances NHS/ Calumpit North
3. Lope Adrian C. Acapulco	Principal II	San Jose ES/ Calumpit North
4. Ma. Aurea Rhodora DC. Geronimo	Principal II	Dr. G. Dela Merced MS/ Baliwag North
5. Edelberto C. Ramos	Principal II	Sullivan NHS/ Baliwag North
6. Melannie T. Sangoyo	Principal II	Akle HS/ San Ildefonso South
7. Elenita SD. Requejo	Principal I	Upig HS/ San Ildefonso South
8. Shineth C. Novera	Asst. Principal II	Vedasto R. Santiago HS/ San Miguel Central
9. Charito N. Laggui	Principal IV	Guiguinto CS/ Guiguinto
10. Ma. Eufrocina D. Octia	Head Teacher IV/OIC	BNAHS-Annex/ Balagtas
11. Rico Paulo G. Tolentino	Principal II	Masagana HS/ Pandi South
12. Anna V. Juliano	Principal IV	Cay Pombo ES/ Sta. Maria West
13. Reagan N. Cabuhat	Principal II	Tumana ES/ Sta. Maria East
14. Josefino G. Saclao	Principal I	Garden Village ES/ Sta. Maria West
15. Ryan R. Bautista	Head Teacher III	Parada NHS/ Sta. Maria East
16. Meriam H. Roldan,	Head Teacher III	FVR NHS/ Norzagaray West

**SDRC:** Assistant Schools Division Superintendents, SGOD Chief, CID Chief

**Project Manager:** Maribel S. Perez, SEPS

**Secretariat:** Paulo Eduardo C. Cruz Jr., Planning Officer

Herlyn Villavicencio, ADAS III – Dampol 2<sup>nd</sup> HS/ Pulilan

Julienne Ira DG. Perez, AO II - VC. Raymundo MS/Hagonoy West

School Governance and Operations Division



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Enclosure No. 2 to Division Memorandum No. \_\_\_\_, s. 2024

**MATRIX OF ACTIVITIES**

Time	Activity
<b>Day 1: January 30, 2024</b>	
8:30 AM – 9:00 AM	Opening Program
9:01 AM – 10:00 AM	A brief discussion on the screening and evaluation process (Note: Research mentors are already aware of the research evaluation process and the rubrics used in the evaluation, having been members of the pool of research mentors/coaches in the past.)
10:00 AM – 10:30 AM	HEALTH BREAK
10:31 AM – 11:00 AM	Assignment of evaluation tasks
11:01 AM – 12:00 NN	Research proposal evaluation*
12:01 PM – 1:00 PM	LUNCH BREAK
1:00 PM – 3:00 PM	Research proposal evaluation*
3:01 PM – 3:30 PM	HEALTH BREAK
3:31 PM – 4:30 PM	Research proposal evaluation*
4:31:PM – 5:00 PM	Monitoring of outputs for the day
<b>Days 2 – 6 : February 1-2, 7-8, 13, 2024</b>	
8:30 AM – 9:00 AM	Preliminaries
9:01 AM – 10:30 AM	Research proposal evaluation*
10:00 AM – 10:30 AM	HEALTH BREAK
10:31 AM – 12:00 NN	Research proposal evaluation*
12:01 PM – 1:00 PM	LUNCH BREAK
1:00 PM – 3:00 PM	Research proposal evaluation*
3:01 PM – 3:30 PM	HEALTH BREAK
3:31 PM – 4:30 PM	Research proposal evaluation*
4:31:PM – 5:00 PM	Monitoring of outputs for the day Closing program (Day 6)

\* Screening of document requirements, evaluation of the proposal, content evaluation of DEPS/focal person, preparation of evaluation results



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