



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

February 27, 2024

DIVISION MEMORANDUM
No. 009 , s. 2024

**RESEARCH CARAVAN v. 2.0: SALIKSIKalakbay –
Strengthening DepEd Bulacan’s Synergy in Research Journey**

To: 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 provision of technical assistance in the research management cycle. Relative to this, the Schools Division Research Committee of DepEd Bulacan, through the School Governance and Operations Division’s Planning and Research Unit in coordination with the Public School District Supervisors, shall conduct the RESEARCH CARAVAN v. 2.0: SALIKSIKalakbay – *Strengthening DepEd Bulacan’s Synergy in Research Journey (Phase 1)* on March – April 2024 (18 days), in the central schools of the 31 districts of this division. The activity also supports the Division’s continued efforts to intensify the culture of research quality, integrity, and collaboration.
2. The activity is part of the SalikSikhay Gabay Project (*Comprehensive technical assistance provision to researchers covering all phases of research*). The first phase of the research caravan, also called SALIKSIKalakbay, involves the assignment of a research mentor/coach to each participant-researcher. The research mentors/coaches shall provide technical assistance in the form of coaching/ mentoring to the participant researchers in preparing their research proposals, which will be done face-to-face in central schools on scheduled dates.
3. The activity specifically aims to:
 - 3.1. intensify the promotion of a culture of research quality, integrity, and collaboration;



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- 3.2. provide intensive technical assistance to select research proposers from each district on the preparation of the research proposal (phase 1), the conduct of the study (phase 2), and completion of research output (phase 3); and
- 3.3. strengthen DepEd Bulacan researchers' collaboration (mentors/coaches and research proposers) in 31 districts.
4. Participants in this activity are the members of the Schools Division Research Committee and its secretariat, Public Schools District Supervisors, research mentors of the division, and research proposers in each district's elementary and secondary schools (at most 2 research per school), District Research Advisers and District Research Coordinators.
5. In adherence to DepEd Order No. 9 s. 2005 on Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith, school heads of research proposers and research mentors with teaching loads are expected to assign other teachers as substitutes in handling the classes/subjects of said participants. The list of research mentors can be found in enclosure no. 1 of this memorandum.
6. Identification of research proposers per district and the process flow of the conduct of the caravan, SaliksiKalakbay from pre-activity until post-activity is discussed in enclosure 2 of this memorandum.
7. The schedule of the conduct of the caravan, SaliksiKalakbay is articulated in enclosure No. 3 of this memorandum. Said schedule may be subject to changes, though, in anticipation of equally important activities of the Department. In case of such changes, the Division and the concerned district will resolve the conflict in schedule internally.
8. An online meeting (SaliksiKwentuhan) via MSTeams with the PSDSs, District Research Advisers, and EDDIS Chairpersons of Secondary Schools shall be held on **March 1, 2024 (Friday) at 1:00 PM – 3:00 PM**, and an online meeting of research mentors shall be held at **3:01 PM – 4:30 PM** in preparation for the conduct of the SaliksiKalakbay.
9. Participants are expected to observe health and safety protocols during the conduct of the activity.
10. Expenses to be incurred in this activity, particularly the meal provisions for the project management team, including the research mentors, shall be charged against the Districts' Local School Board (LSB) Fund or District Local



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Fund subject to the usual accounting and auditing rules and regulations. Districts and schools may have their own arrangement for the meals of their research proposers. Travel expenses of the participants (research proposers and research mentors) from schools shall be charged against the school's local funds.

11. This Memorandum shall serve as the travel authority of all participants.
12. 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. 099, s. 2024

LIST OF RESEARCH MENTORS

No.	Research Mentor/Coach	Designation	School	District
EDDIS I				
1	Renante B. Perez	Head Teacher III	Ramona S. Trillana HS	Hagonoy West
2	Virginia S. San Gabriel	Principal IV	Frances National HS	Calumpit North
3	Lope Adrian C. Acapulco	Principal II	Frances ES	Calumpit North
4	Ivy R. Balagtas	Master Teacher II	San Marcos ES	Calumpit South
5	Esperanza S. Nuñez	Master Teacher I	Gen. Gregorio Del Pilar IS	Bulakan
6	Francis E. Ramos	Teacher III	Arsenio Santos MES	Calumpit North
7	Rolando C. Dalmacio	Teacher III	Ramona S. Trillana HS	Hagonoy West
8	Rose Ann R. Robles	Teacher III	Iba NHS	Hagonoy East
9	Albyra Bianca R. Sy Tamco	Teacher II	Sta. Monica NHS	Hagonoy East
10	Michelle G. Joson	Master Teacher I	Tabon ES	Pulilan
EDDIS II				
11	Brian Joseph De Guzman	Teacher III	Catacte IS	Bustos
12	Jaime R. Soriano	Teacher II	Cambaog NHS	Bustos
EDDIS III				
13	Melannie T. Sangoyo	Principal II	Akle High School	San Ildefonso South
14	Elenita SD. Requejo	Principal I	Upig HS	San Ildefonso South
15	Shineth C. Novera	Asst. Principal II	Vedasto R. Santiago HS	San Miguel Central
16	Michelle A. Manuel	Master Teacher II	Dr. Juan F. Pascual MS	San Miguel South
17	Armie V. Cruz	Master Teacher I	Carlos F. Gonzales HS	San Rafael West
18	Romel C. Roque	Master Teacher I	Akle ES	San Ildefonso South
19	Bryan DC. Gabriel	Master Teacher I	San Ildefonso NHS	San Ildefonso North
20	Beatriz C. Cruz	Master Teacher I	Tukod ES	San Rafael East
21	Ma. Cecilia DP. Catu	Teacher III/OIC	Bardias ES	San Miguel North
22	Jayson B. Eugelio	Teacher III	Carlos F. Gonzales HS	San Rafael West
23	Marcos V. Catu	Teacher I	Tibagan ES	San Miguel South
24	Joselito P. Mendoza	Master Teacher II	San Miguel NHS	San Miguel South



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EDDIS IV				
25	Alexander N. Dela Cruz	Master Teacher I	Prenza NHS	Marilao North
26	Melchor L. Espiritu Jr.	Teacher III	Lias ES	Marilao South
EDDIS V				
27	Charito N. Laggui	Principal IV	Guiguinto CS	Guiguinto
28	Eufrocina D. Octia	Head Teacher VI/ OIC	Balagtas NAHS Annex	Balagtas
29	Rico Paulo Tolentino	Principal II	Masagana HS	Pandi South
30	Ermina M. Asis	Master Teacher II	Balagtas NAHS	Balagtas
31	Kenneth John P. Ramirez	Master Teacher I	Sta. Cruz ES	Guiguinto
32	Lecil M. Dionicio	Master Teacher I	Guiguinto NVHS	Guiguinto
33	Vincent C. Villamora	Master Teacher I	Bunducan ES	Bocaue
34	Sultan Emir A. Diaz	Master Teacher I	Cong. Erasmo R. Cruz MCS	Bocaue
35	Eric S. Carangan	Teacher III	Sta. Rita ES	Guiguinto
EDDIS VI				
36	Anna V. Juliano	Principal IV	Cay Pombo ES	Sta. Maria West
37	Ryan R. Bautista	Head Teacher III	Parada NHS	Sta. Maria East
38	Reagan N. Cabuhat	Principal II	Gulod ES	Sta. Maria East
39	Josefino G. Saclao	Principal I	Garden Village ES	Sta. Maria West
40	Melgee A. Canare	Head Teacher III	F.F. Halili NAHS	Sta. Maria Central
41	Meriam H. Roldan	Head Teacher III	FVR NHS	Norzagaray West
42	Ma. Lina Gunita	Master Teacher I	Pulong Buhangin NHS	Sta. Maria West
43	Donnabelle C. Lutchavez	Master Teacher I	Catmon NHS	Sta. Maria Central
44	Melencio M. Fernando Jr.	Teacher III	Parada NHS	Sta. Maria East
45	Jeffrey N. Espiritu	Teacher II	Parada NHS	Sta. Maria East
46	Elias Joy P. Geronimo	Teacher I	Parada NHS	Sta. Maria East
47	Sahra Jane P. Hoper	Teacher I	Parada NHS	Sta. Maria East
48	Nerlissa F. Albia	Teacher I	Parada NHS	Sta. Maria East



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Enclosure No. 2 to Division Memorandum No. 009, s. 2024

**PROGRAM FLOW for Phase 1 of the RESEARCH CARAVAN v. 2.0:
SALIKSIKakakbay**

Pre-Coaching (in coordination with PSDSs, District Research Advisers and Coordinators, online modality)

- *Identification of research proposers per school who will be provided TA during the SALIKSIKakakbay.* The school head shall identify **at most two research** that will be committed by their school. The research proposers of those two research shall be the participants in the SALIKSIKakakbay.
- *Submission of a list of research proposers and research topic or title to the Planning and Research Unit.* The PSDSs and District Research Advisers will submit the official list of research proposers who will join the SALIKSIKakakbay at least two days before their schedule. The list should include participants from the district's elementary and secondary schools.
- *Preparation of draft research proposal of identified research proposers.* Proposers of the committed research shall have their prepared draft proposals. They should be ready with their baseline data, proposed intervention/innovation/strategy and possible research instruments.

Coaching Day (per District)*

- Opening Program (Host district/school)
- Assignment of research mentor/coach (SDRC)
(Note: Each research mentor/coach will be assigned to two research proposers)
- Initial reading of submitted draft proposal (Research mentors/coaches)
- Building rapport between research mentor/coach
- Actual coaching of research proposers by their assigned research mentor/coach (Breakout by research mentor/coach and assigned proposers)
 - Discussion of initial findings of the research coach on the draft research proposal submitted.
 - Provision of TA on revising and finalizing the proposals
- Finalization of the research proposals
- Printing of the final copy of the research proposals
- Synthesis of the activity
- Discussion of ways forward



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*The research proposers during this day should bring their laptop, a copy of their proposal (hardcopy and softcopy), files of baseline data and references, a copy of the curriculum guide (for topics that are learning-area specific) and other materials that may be needed.

*There should be available printers, bondpaper and internet connectivity in the venue of the SALIKSIKalakbay per district.

Post-activity

- District Research Advisers and Coordinators shall facilitate the creation of a directory of the researchers and assigned research mentors.
- A groupchat of the researchers and mentors/coaches shall also be created for monitoring and preparation for the activity's second phase.



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Enclosure No. 3 to Division Memorandum No. 019, s. 2024

No.	District	Schedule*
1	DRT	March 7, 2024
2	Angat	March 6, 2024
3	Norzagaray East	March 11, 2024
4	Norzagaray West	
5	Paombong	March 8, 2024
6	Balagtas	March 12, 2024
7	Bocaue	
8	Pandi South	March 13, 2024
9	Pandi North	
10	Obando	March 14, 2024
11	Bulakan	
12	San Ildefonso North	March 15, 2024
13	San Ildefonso South	
14	San Miguel North	March 19, 2024
15	San Miguel South	
16	Plaridel	March 20, 2024
17	Pulilan	
18	Hagonoy East	March 21, 2024
19	Hagonoy West	
20	Sta. Maria Central	March 22, 2024
21	Sta. East	
22	San Rafael West	March 25, 2024
23	San Rafael East	
24	Calumpit North	March 26, 2024
25	Calumpit South	
26	Marilao North	April 2, 2024
27	Marilao South	
28	Guiguinto	April 3, 2024
29	Bustos	
30	San Miguel Central	April 4, 2024
31	Sta. Maria West	April 5, 2024

**May be subject to changes. Any conflict in schedule with other equally important DepEd activities will be resolved internally by the Division Office and the District concerned.*



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