



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

August 8, 2025

DIVISION MEMORANDUM  
No. 393, s. 2025

**RESEARCH CARAVAN v. 3.0: Advancing Research Excellence through Sustainable Support Systems**

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

1. Pursuant to DepEd Order No. 16, s. 2017, entitled *Research Management Guidelines*, which emphasizes the provision of technical assistance throughout the research management cycle, the Schools Division Office of Bulacan, through the Schools Division Research Committee (SDRC), and the Planning and Research Unit under the School Governance and Operations Division (SGOD), in coordination with the Public Schools District Supervisors shall conduct the **RESEARCH CARAVAN v. 3.0: Advancing Research Excellence through Sustainable Support Systems**. This initiative aims to build on the gains of previous iterations by expanding technical assistance through both centralized and decentralized approaches to reach more schools and researchers across the division.
2. The implementation of Research Caravan v. 3.0 is anchored on the **SalikSikhay Gabay Project**, which delivers comprehensive technical assistance to researchers at all phases of their research journey. The caravan consists of four (4) phases:  
**Phase 1 – SALIKSIKalakbay (August–September 2025):** Centralized and decentralized technical assistance sessions for research proposal development  
**Phase 2 – Virtual Anchoring (November 2025):** Remote TA for research implementation  
**Phase 3 – Sharpening the Edge (March 2026):** Technical assistance for output finalization  
**Phase 4 – Bridging Evidence and Impact (April 2026):** Technical assistance for research utilization and dissemination.



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3. Specifically, the activity aims to:
  - 3.1. Sustain the promotion of a culture of research quality, integrity, and collaboration across DepEd Bulacan;
  - 3.2. Provide expanded and adaptive technical assistance to research proposers from each district, from proposal development to output completion;
  - 3.3. Empower research-independent districts to lead localized implementation of technical assistance activities in coordination with their assigned research mentors; and
  - 3.4. Strengthen inter-district collaboration and mentorship between research mentors/coaches and research proposers.
4. The target participants of this activity are the members of the Schools Division Research Committee (SDRC) and its secretariat, Public Schools District Supervisors, District Research Advisers and Coordinators, District Research Mentors from six (6) EDDISes, and research proposers from each school (at least one per school).
5. Implementation shall be in two tracks:

**Centralized Track** – Face-to-face caravan sessions clustered by EDDIS, led by the SDRC

**Decentralized Track** – District-managed SALIKSIKalakbay sessions by research-independent districts (Sta. Maria East, Sta. Maria West, Pulilan, Balagtas, Bocaue, Bulakan, Guiguinto, Norzagaray East)
6. Participants from schools must be officially identified and endorsed by their respective districts. Districts are encouraged to prioritize schools that have not participated in research activities in the last two school years. Research mentors shall be assigned a maximum of two research proposers per SALIKSIKalakbay session they attend.
7. In adherence to DepEd Order No. 9 s. 2005: Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith. School heads, research proposers, and research mentors with teaching loads are expected to assign other teachers as substitutes to handle the classes/subjects of the participants. The list of research mentors can be found in enclosure no. 1 of this memorandum.
8. 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.



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9. A virtual **SalisiKwentuhan** with the Public Schools District Supervisors, EDDIS Chairpersons of Secondary Schools, Education Program Supervisors, and District Research Advisers shall be conducted on **August 14, 2025, at 1:30 PM via MS Teams** to discuss the schedules of Phase 1 – SALIKSIKalakbay for both centralized and decentralized tracks, as well as the preparatory activities before the actual conduct of SALIKSIKalakbay. Once the SALIKSIKalakbay schedules are finalized, a division letter announcing the said schedules shall be issued.
10. An online meeting of Division Research Mentors shall be conducted on **August 13, 2025, at 1:30 PM via MS Teams** in preparation for Phase 1 of the Caravan. This will also serve as an onboarding session for newly designated mentors.
11. The expenses to be incurred in the conduct of both centralized and decentralized tracks, particularly for meals (AM snack, lunch, PM snack) of the project management team, research mentors/coaches, and local logistics, shall be charged against the District Local School Board (LSB) Fund or District Local Fund, subject to the usual accounting and auditing rules and regulations. Travel expenses of participants shall likewise be charged against the same local funds.
12. This Memorandum shall serve as the travel authority of all participants.
13. 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. 393, s. 2025

**LIST OF RESEARCH MENTORS**

No.	Name	Designation	EDDIS	District	School/ Station
1	Lope Adrian C. Acapulco	Principal II	I	Calumpit North	Arsenio Santos Memorial Elementary School
2	Melannie T. Sangoyo	Principal III	I	Calumpit North	Sta. Lucia National High School
3	Ivy B. Sagala	OIC-MT II	I	Calumpit North	Panducot Elementary School
4	Francis E. Ramos	Teacher III	I	Calumpit North	Arsenio Santos Memorial ES
5	Renante B. Perez	ASP II	i	Hagonoy East	San Pedro National High School
6	Rose Ann R. Robles	Teacher III	I	Hagonoy East	Iba National High School
7	Albyra Bianca R. Sy Tamco	Teacher II	I	Hagonoy West	Sta. Monica National High School
8	Rico Paulo G. Tolentino	Principal III	I	Pulilan	Sta. Peregrina High School
9	Rolando C. Dalmacio	Master Teacher I	I	Pulilan	Dampol 2nd National High School
10	Christoper DG. Santiago	Master Teacher II	I	Bulakan	Bambang Elementary School
11	Angelica P. Tolentino, PhD	Master Teacher I	I	Bulakan	Gen. Gregorio del Pilar Integrated School
12	Mark Joseph DL. Liongson	Teacher III	I	Calumpit North	Sta. Lucia National High School
13	Christian F. Baltao	Master Teacher I	I	Calumpit North	Frances National High School
14	Mary Michelle M. Ventura	Master Teacher I	I	Hagonoy West	Pugad Elementary School
15	Araceli M. Quimque	Teacher III	I	Hagonoy West	Ramona S. Trillana High School
16	Juanito R. Mananghaya Jr.	Teacher III	I	Hagonoy West	Ramona S. Trillana High School
17	Josel P. Baltao	Teacher III	I	Hagonoy West	Ramona S. Trillana High School
18	Marjorie Claire H. Franco	Teacher III	I	Pulilan	Balatong Elementary School
19	Jerome M. Madla	Teacher III	I	Pulilan	Dampol 2nd National High School
20	Michelle G. Joson	Principal I	II	Bustos	Dr. Manuel G. Ramirez MES
21	Brian Joseph T. de Guzman	Teacher III	II	Bustos	Catacte Integrated School



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22	Jaime R. Soriano	Teacher III	II	Bustos	Cambaog National High School
23	Romel C. Roque, PhD	Master Teacher I/ OIC	III	DRT	Calumpit Elementary School
24	Elenita SD. Requejo	Principal II	III	San Ildefonso South	Upig High School
25	Shineth C. Novera, PhD	Principal I	III	San Miguel Central	Bulualto Elementary School
26	Ma. Cecilia DP. Catu, PhD	Master Teacher I/ OIC	III	San Miguel Central	Balaong Elementary School
27	Bryan DC. Gabriel	Principal I	III	San Miguel North	Emilia Perez-Ligon High School
28	Michelle A. Manuel, PhD	Master Teacher II	III	San Miguel South	Dr. Juan F. Pascual Memorial School
29	Jayson B. Eugelio	Master Teacher I	III	San Miguel South	San Miguel National High School
30	Marcos V. Catu Jr.	Teacher III	III	San Miguel South	Tibagan Elementary School
31	Beatriz C. Cruz, PhD	Master Teacher I	III	San Rafael East	Tukod Elementary School
32	Armie V. Cruz	Master Teacher I	III	San Rafael West	Carlos F. Gonzales High School
33	Michael C. Samson	Head Teacher III/ OIC	III	San Ildefonso North	Garlang Elementary School
34	Kenneth DC. Delos Santos	Teacher III	III	San Ildefonso North	Mataas na Parang Elementary School
35	Carlo Rico B. Reyes	Teacher I	III	San Ildefonso South	Upig High School
36	Colleen Cloie Ann M. Batac	Teacher I	III	San Miguel North	Malinao Elementary School
37	Alexander N. Dela Cruz	Master Teacher II	IV	Marilao North	Prenza National High School
38	Melencio M. Fernando Jr.	Master Teacher I	IV	Marilao South	AFG Bernardino MTS
39	Melchor L. Espiritu Jr.	Master Teacher I	IV	Marilao South	Lias Elementary School
40	Joerlin J. de Guzman	Principal II	IV	Obando	Binuangan Elementary School
41	Angelo B. Dating	Master Teacher I	IV	Marilao North	Loma de Gato Elementary School
42	John Paul S. Cruz	Special Science Teacher I	IV	Marilao North	Prenza National High School
43	Edlyn G. Vendicacion	Teacher III	IV	Marilao South	Lias Elementary School
44	Jeffrey P. Rivamonte	Teacher III	IV	Marilao South	Lambakin-Main Elementary School
45	Charito N. Laggui, PhD	Principal IV	V	Guiguinto	Guiguinto Central School



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46	Kenneth John P. Ramirez	Master Teacher I	V	Guiguinto	Sta. Cruz Elementary School
47	Lecil M. Dionicio	Master Teacher I	V	Guiguinto	Guiguinto National Vocational High School-Annex
48	Eric S. Carangan	Master Teacher I	V	Guiguinto	Sta. Rita Elementary School
49	Ma. Eufrocina D. Octia	Head Teacher VI/Officer-In-Charge	V	Balagtas	Balagtas National Agricultural HS Annex
50	Vincent C. Villamora	Master Teacher I	V	Bocaue	Bunducan Elementary School
51	Sultan Emir A. Diaz	Master Teacher I	V	Bocaue	Cong. Erasmo R. Cruz Memorial Central School
52	Rochelle Marie L. Autor	Master Teacher I	V	Bocaue	Bocaue Hills Elementary School
53	Mharikit E. Fababier	Master Teacher I	V	Pandi South	Bunsuran National High School
54	Meann C. Ruga	Master Teacher I	V	Balagtas	Balagtas Central School
55	Rodbert M. Santos	Principal I	V	Balagtas	Borol I Elementary School
56	Virginia S. San Gabriel	Principal IV	VI	Angat	Pres Diosdado P. Macapagal Memorial High School
57	Meriam H. Roldan	Principal I	VI	Norzagaray East	Julian B. Sumbillo High School
58	Melgee A. Canare	Asst. Principal II	VI	Sta. Maria Central	Fortunato F. Halili National Agricultural School
59	Donnabelle C. Lutchavez	Master Teacher II	VI	Sta. Maria Central	Catmon National High School
60	Reagan N. Cabuhat	Principal IV	VI	Sta. Maria East	San Vicente Elementary School
61	Sahra Jane P. Hoper	Teacher III	VI	Sta. Maria East	Parada National High School
62	Jeffrey N. Espiritu	Teacher III	VI	Sta. Maria East	Parada National High School
63	Nerlissa F. Albia	Teacher I	VI	Sta. Maria East	Parada National High School
64	Anna V. Juliano	Principal IV	VI	Norzagaray West	Cay Pombo Elementary School
65	Josefino G. Saciao	Principal I	VI	Sta. Maria West	Garden Village Elementary School
66	Ma. Lina C. Gunita	Principal I	VI	Sta. Maria West	Bagong Barrio Elementary School



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67	Maria Luisa N. Lipana, EdD	Principal III	VI	Sta. Maria Central	San Jose Patag Elementary School
68	Mary Jenny D. Ondivilla	Teacher III	VI	Sta. Maria Central	St. Mary Village Elementary School
69	Jonna B. Mallari	Teacher I	VI	Sta. Maria Central	Miguel M. Cruz Memorial School
70	Marjorie F. Boado	Master Teacher II	VI	Sta. Maria East	Parada National High School
71	Reylina M. Delos Reyes	Teacher III	VI	Sta. Maria East	Parada National High School
72	Mary Joyce L. Violeta	Teacher III	VI	Santa Maria East	Parada National High School
73	Ruby Ann B. Carpio	Master Teacher I	VI	Sta. Maria East	Parada National High School
74	Marra A. Eugenio	Teacher I	VI	Sta. Maria East	Parada National High School
75	Jan Mari Q. Manlagñit	Special Science Teacher I	VI	Santa Maria East	Parada National High School
76	Janeth G. Concepcion	Master Teacher II	VI	Santa Maria East	Sta. Maria National High School
77	Paulo E. Ramos	Teacher II	VI	Santa Maria East	Sta. Maria National High School
78	Aaron Carl S. Mayugba	Teacher II	VI	Santa Maria East	Sta. Maria National High School
79	Ronel D. Loticio	Teacher III	VI	Santa Maria East	Sta. Maria National High School
80	Keren Mae M. Rojo	Teacher III	VI	Sta. Maria East	Camangyanan Elementary School
81	Maria Elizabeth A. Dela Cruz	Master Teacher I	VI	Sta. Maria East	Tumana Elementary School
82	Jennielynn D. Albino	Teacher III	VI	Sta. Maria East	Tabing Bakod Elementary School
83	Jerlyn A. Porciuncula	Master Teacher I	VI	Sta. Maria West	Cay Pombo Elementary
84	Esperanza DC. Villanueva	Teacher III	VI	Sta. Maria West District	Bagong Barrio Elementary School
85	Analyn A. Reyes	Master Teacher II	VI	Sta. Maria West District	Balasing Elementary School



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Enclosure No. 2 to Division Memorandum No. 343, s. 2025

**PROGRAM FLOW for Phase 1 of the RESEARCH CARAVAN v. 3.0:**  
**SALIKSIKalakbay**

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

1. **Identification of Research Proposers**
  - Each school shall identify at most two research proposers to receive technical assistance during the SALIKSIKalakbay.
  - Districts must prioritize schools that have not conducted research in the last two school years.
2. **Submission of List of Proposers**
  - Districts shall submit the consolidated list of identified research proposers to the Planning and Research Unit, one week before their scheduled SALIKSIKalakbay session.
3. **Proposal Preparation**
  - Identified research proposers shall begin drafting their research proposals.
  - 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.
4. **Submission of Draft Proposals**
  - Soft copies of the draft research proposals must be submitted to the Research Caravan Secretariat, one week before the scheduled SALIKSIKalakbay session.
5. **Assignment of Research Mentors/Coaches**
  - The SDRC shall assign a research mentor or coach to each proposer.
  - Each mentor/coach will handle a maximum of two research proposers per SALIKSIKalakbay session
6. **Initial Review of Proposals**
  - Assigned mentors/coaches shall conduct an initial reading of the submitted drafts.
7. **Preparation of Initial Feedback**
  - Mentors/coaches shall prepare their initial observations using the revised Technical Assistance (TA) form.



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Coaching Day (per District)\*

1. **Opening Program**
  - Formal opening hosted by the identified district or school.
2. **Rapport-Building Session**
  - Interaction between research mentors/coaches and their assigned research proposers to establish a positive working relationship.
3. **Breakout Coaching Sessions** *(by assigned mentor/coach and proposers)*
  - Discussion of the mentor's initial findings and feedback on the draft research proposal.
  - Provision of technical assistance in revising and improving the proposal.
  - Signing of the revised TA form and mentoring agreement.
4. **Finalization of Research Proposals**
  - Proposers finalize their research proposals with guidance from their mentors.
5. **Printing of Final Proposals**
  - Final copies of the approved research proposals are printed.
6. **Synthesis of the Coaching Activity**
  - Sharing of key insights, learnings, and feedback from both mentors and proposers.
7. **Discussion of Ways Forward**
  - Agreement on next steps, including timelines for proposal submission, implementation, or further mentoring sessions.

\*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, bond paper, and internet connectivity in the venue of the SALIKSI Kalakbay per district.

Post-activity

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