



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD 2024-0074

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum Implementation Division
Public Schools District Supervisors
Education Program Supervisors
Elementary and Secondary School Administrators
School Research Coordinator
All concerned

Subject: **SCHOOLS DIVISION RESEARCH COMMITTEE**

Date: February 14, 2024

Pursuant to DepEd Order No. 16, s, 2017 titled Research Management Guidelines, the composition of the Schools Division Research Committee is hereby *reconstituted to be composed of the following:*

Adviser: JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Chairperson: BASILIO P. MANA-AY JR., CESO VI
Assistant Schools Division Superintendent

Vice-Chairperson: Ailene B. Añonuevo PhD
Chief of the SGOD

Janwario E. Yamota
Chief of the CID

Members: All Education Program Supervisors
All Public Schools District Supervisors
Division Accountant
Division Budget Officer

Secretariat:

Chairman: Erick S. Dalumpines - SEPS for Planning and Research
Members: Ker Denzel Infiesto - Planning Officer III
Lea Jane Isleta - PDO II



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The functions of the Schools Division Research Committee are as follows:

- a. Ensure action research proposal is anchored on Access, Quality, Governance, Teaching- Learning, Child Protection Policy and Human Resource Development;
- b. Review proposal as to appropriateness / correctness/relatedness of the rationale, statement of the problem, definition of terms, literature-review, data-gathering design/technique, statistical treatment, etc.;
- c. Prepare a committee recommendation duly signed by the Division Research Committee; and,
- d. Prepare endorsement to the Regional Director, Attention: The Regional Basic Research Fund Committee duly signed by the Schools Division Superintendent.

All expenses incurred are chargeable against Division MOOE/ INSET Funds subject to the usual accounting and auditing rules and regulations.

For information, immediate dissemination, and compliance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Enclosed as Stated
SGOD/ABA/ESD

RELEASED

FEB 20 2024

RECORDS SECTION SDO PANABO CITY
BY 