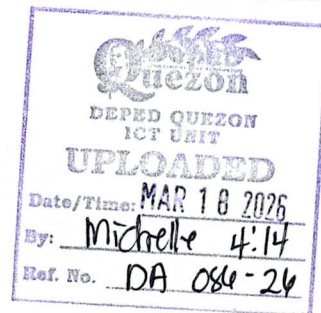




Republic of the Philippines
Department of Education

Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



DIVISION ADVISORY NO. 084, s. 2026
March 17, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013, this advisory is issued not for the endorsement per DO 28, s. 2001, but only for the information of DepEd officials, personnel/staff, as well as the concerned public
(Visit www.deped.gov.ph)

CERTIFIED RESEARCHER PROGRAM

The Instabright International Guild of Researchers and Educators invites interested teachers, school heads, supervisors, and non-teaching personnel on the Certified Researcher Program. This program is a competency-based professional certification initiative designed to strengthen research capability, enhance academic credibility, and promote ethical scholarly standards among educators and researchers.

Please be advised that participation to the said activity should be **voluntary**, and other related costs which may be incurred by the applicants shall be on **personal expense**. They are also reminded to **strictly observe Time-On-Task Policy**, and **strict compliance to No Disruption of Classes Policy of the Department as stipulated in DepEd Order No. 09, s. 2005**.

For further details, please see attached document for reference.

sgodhrd03/17/2026
DEPEDQUEZON TM-SDS-04-011-003



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INSTABRIGHT INTERNATIONAL GUILD OF RESEARCHERS AND EDUCATORS, INC.

Philippines: P1,B4,L20, RCD Royale Homes, Brgy. Sabang, Tuy, Batangas, 4214

Extension: Unit A5, SAB Building, Rizal St. Poblacion, Tuy, Batangas, 4214

United States: 1178 Broadway, 3rd Floor, #3506, New York, NY 10001

March 16, 2026

Mr./Ms./Atty./Dr. ROMMEL C. BAUTISTA
Schools Division Superintendent
Department of Education – Schools Division of Quezon

Subject: Request for Issuance of Division Advisory – Certified Researcher Program (CRP)

Dear Sir/Madam:

Warm greetings of academic excellence and service!

On behalf of **Instabright International Guild of Researchers and Educators, Inc.**, we respectfully seek your kind endorsement and request the issuance of a **Division Advisory** to inform and invite all teachers, school heads, supervisors, and non-teaching personnel in your division to participate in our **Certified Researcher Program (CRP)**.

The **Certified Researcher Program (CRP)** is a competency-based professional certification initiative designed to strengthen research capability, enhance academic credibility, and promote ethical scholarly standards among educators and researchers. This program aligns with the Department of Education's thrust in advancing research culture and evidence-based educational practices in schools.

About the Certified Researcher Program (CRP)

The program offers three certification levels to accommodate educators at different stages of their research journey:

Level 1 – Certified Research Associate (CRA)

Designed for:

- Beginning researchers
- Master's students
- Teachers starting their research engagement

Level 2 – Certified Professional Researcher (CPR)

Designed for:

- PhD candidates
- Active researchers and authors

Level 3 – Certified Senior Research Fellow (CSRF)

Designed for:

- Experienced academics



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www.instabright.org



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- Research supervisors
- Institutional leaders

Each level requires participants to undergo a competency-based multiple-choice examination and must obtain a minimum passing score of 75%. **Successful candidates will receive an official electronic certificate and may use the corresponding professional suffix (CRA, CPR, or CSRF) such as JUAN DELA CRUZ, CSRF.**

Program Benefits for DepEd Educators

Participation in the CRP provides the following advantages:

- Validation of research knowledge and competence
- Strengthened publication readiness
- Increased professional credibility
- Access to research workshops and academic conferences
- Opportunities for research networking and collaboration
- Discounted publication privileges in affiliated journals

We believe this initiative will significantly contribute to strengthening the research culture within your division and empower educators to actively engage in action research, academic writing, and scholarly publication in alignment with DepEd's research management guidelines.

In this regard, we respectfully request your good office to issue a **Division Advisory** disseminating this invitation to all schools within your jurisdiction. We are also open to conducting an online orientation session exclusively for your division should you require further presentation of the program.

Attached herewith is the Official Invitation and Certification Program Overview for your reference.

We sincerely hope for your favorable consideration and partnership in promoting research excellence among our educators.

Thank you very much for your continued leadership and commitment to quality education.

With highest respect and regards,

ALVIN B. PUNONGBAYAN, LPT, MAEd, MAT, PhD, PD-SML, CSRF, SMRIEdr
Chairman & Founder



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OFFICIAL INVITATION

Certified Researcher Program (CRP)

Instabright International Guild of Researchers and Educators, Inc.

Subject: Invitation to Join the Certified Researcher Program (CRP) – Elevate Your Academic Credentials Globally

Dear Esteemed Researcher / Educator,

Warm greetings from **Instabright International Guild of Researchers and Educators, Inc.**

In our continuing mission to promote research excellence, academic integrity, and global scholarly recognition, we are pleased to formally invite you to become part of our newly launched:

Certified Researcher Program (CRP)

The Certified Researcher Program is a competency-based professional certification designed to validate, strengthen, and internationally recognize your research expertise, publication readiness, and ethical scholarly standards.

This program is structured to empower researchers, educators, and academic leaders to stand out in today's competitive academic landscape.

Why Join the Certified Researcher Program?

In an era where research credibility and global visibility matter more than ever, CRP provides:

- International Certification Recognition
- Validation of Research Competence
- Professional Academic Credibility
- Increased Publication Readiness
- Global Research Network Access
- Priority Access to Conferences and Academic Events

Certification Levels

To accommodate researchers at different stages of their careers, the program offers three certification tracks:

Level 1: Certified Research Associate (CRA)

Designed for:

- Emerging researchers
- Master's students
- Teachers beginning research

A Multiple Choice Test shall be administered. The candidate shall be able to get at least 75% to pass this program.

Participants receive official certification and can use the name extension CRA.

Example: JUAN A. DELA CRUZ, CRA

Level 2: Certified Professional Researcher (CPR)

Designed for:

- PhD candidates
- Active authors

A Multiple Choice Test shall be administered. The candidate shall be able to get at least 75% to pass this program.

Participants receive official certification and can use the name extension CPR

Example: JUAN A. DELA CRUZ, CPR

Level 3: Certified Senior Research Fellow (CSRF)

Designed for:

- Experienced academics
- Research supervisors
- Institutional leaders

A Multiple Choice Test shall be administered. The candidate shall be able to get at least 75% to pass this program.

Participants receive official certification and can use the name extension CSRF

Example: JUAN A. DELA CRUZ, CSRF

Exclusive Benefits

Certified members will enjoy:

- Discounted publication fees
- Conference registration privileges
- Award nomination opportunities
- Access to exclusive research workshops
- Priority communication for international collaborations



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STEPS ON HOW TO GET CERTIFIED

1. Attached herewith are the Reviewers for the Certification.
2. After reviewing, you can already take the exam.

Certification Type	Exam Link
CRA	testmoz.com/15218218
CPR	testmoz.com/15220272
CSRF	testmoz.com/15222458

3. After Exam, kindly send us a Screenshot of your SCORE. Submit that at www.instabright.org and click CERTIFICATION.
4. Once reviewed by our secretariat, you will receive your E-Certificate on your email.

We invite you to take this step toward strengthening your academic distinction and international research credibility.

We look forward to welcoming you into our growing global community of certified researchers and academic leaders.

With highest regards,

ALVIN B. PUNONGBAYAN, LPT, MAEd, MAT, PhD, PD-SML, CSRF, SMRIEdr
Chairman & Founder
Instabright International Guild of Researchers and Educators, Inc.



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CERTIFICATION EXAM REVIEWERS

LEVEL 1: CERTIFIED RESEARCH ASSOCIATE (CRA)

Focus: Basic research knowledge and understanding

1. What Is Research?

Research is a **systematic and organized way of finding answers** to questions or problems. It follows steps and uses evidence.

✓ Research is planned and careful

X Research is NOT guessing or random opinions

Remember: If you see words like *systematic investigation* or *scientific study*, that usually describes research correctly.

2. Research Process (Steps)

The research process usually starts with:

1. Identifying the research problem
2. Reviewing related literature
3. Choosing a research design
4. Collecting data
5. Analyzing data
6. Drawing conclusions

Important: The **first step** is always identifying the problem.

3. Types of Research

- **Descriptive research:** describes what is happening
- **Exploratory research:** explores new or unclear topics
- **Explanatory research:** explains *why* something happens
- **Qualitative research:** words, experiences, opinions
- **Quantitative research:** numbers, measurements, statistics

Tip: Questions about feelings, beliefs, or experiences usually use qualitative research.

4. Research Questions and Hypotheses

- A **research question** clearly states what the study wants to find out.
- A **hypothesis** is a **tentative or testable statement**.

✓ Hypotheses can be tested

X Hypotheses are NOT final answers

5. Research Designs

- **Experimental design:** researcher changes or controls variables
- **Cross-sectional study:** data collected at one time only
- **Longitudinal study:** data collected over a long period
- **Case study:** in-depth study of one person, group, or situation

6. Variables and Measurement

- **Independent variable:** the cause or variable changed by the researcher
- **Dependent variable:** the effect or outcome
- **Operational definition:** explains how a variable is measured



Easy rule: Outcome = Dependent variable

7. Population and Sampling

- **Population:** the entire group you are interested in
- **Sample:** a smaller group taken from the population
- **Simple random sampling:** everyone has an equal chance of being chosen

8. Data Collection Tools

Research tools are used to collect data, such as:

- Surveys and questionnaires
- Interviews
- Focus group discussions
- Observations

Primary data comes directly from participants.

9. Basic Data Analysis

- **Mean:** the average value
- **Frequency:** how often something appears
- **Data coding:** organizing data before analysis

10. Research Ethics

- **Informed consent:** participants agree after understanding the study
- **IRB (Institutional Review Board):** reviews research for ethics
- Ethical principles include **respect, beneficence, and justice**

11. Research Writing

- **Abstract:** summary of the whole study
- **Methodology:** explains how the study was done
- **Discussion:** explains and interprets results
- **Limitations:** things beyond the researcher's control

LEVEL 2: CERTIFIED PROFESSIONAL RESEARCHER (CPR)

Focus: Advanced methods, statistics, and publication

1. Advanced Research Designs

- **Experimental research:** best for showing cause and effect
- **Mixed-methods research:** combines qualitative and quantitative data
- **Cohort study:** follows a group over time
- **Case study:** useful for rare or unique cases

2. Conceptual and Theoretical Frameworks

- Shows how variables are related
- Guides the research direction
- Based on existing theories

Tip: Frameworks explain relationships, not results.

3. Validity and Reliability

- **Validity:** accuracy of what is being measured
- **External validity:** ability to generalize results



- **Reliability:** consistency of results
- **Cronbach's alpha:** measures internal consistency

4. Sampling and Bias

- **Random assignment:** reduces bias in experiments
- **Confounding variable:** affects both cause and effect

5. Quantitative Statistics

- **Independent t-test:** compares two group averages
- **Correlation:** measures relationship between variables
- **Regression:** predicts outcomes
- **Factor analysis:** groups related variables

6. Qualitative Data Analysis

- **Thematic analysis:** identifies patterns or themes
- **Saturation:** no new information appears
- **Triangulation:** uses multiple methods or sources

7. Literature Reviews

- **Systematic review:** structured and comprehensive
- **Meta-analysis:** combines numerical results from studies

8. Research Ethics and Integrity

- Avoid data fabrication and falsification
- Cite sources properly to prevent plagiarism

9. Academic Publishing

- **Impact factor:** how often journal articles are cited
- **Indexed journals:** more visible and credible
- Follow journal guidelines carefully

10. Abstract and Dissemination

The abstract briefly summarizes:

- Purpose
- Methods
- Results
- Conclusions

LEVEL 3: CERTIFIED SENIOR RESEARCH FELLOW (CSRF)

Focus: Leadership, governance, and institutional research

1. Research Leadership

Senior researchers:

- Plan and manage research activities
- Mentor junior researchers
- Align research with institutional goals

2. Research Supervision

Good supervisors:

- Guide quality and originality



- Provide constructive feedback
- Encourage independence

3. Research Governance and Ethics

- Governance ensures integrity and compliance
- Ethics committees protect participants
- Research must follow national and international standards

4. Research Quality and Publication

- Peer review ensures research quality
- Clear methods support reproducibility
- High-quality publications contribute new knowledge

5. Research Impact

- **Bibliometrics:** citations and publication output
- **Altmetrics:** social and policy impact

6. Funding and Collaboration

- Senior research often involves large, collaborative grants
- International research requires coordination and communication

7. Data Management and Knowledge Use

- Ensure data quality, security, and accessibility
- Share research results for policy, practice, or community benefit

8. Research Culture and Leadership Style

- Transformational leadership builds excellence
- Collaboration and mentoring strengthen research culture



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