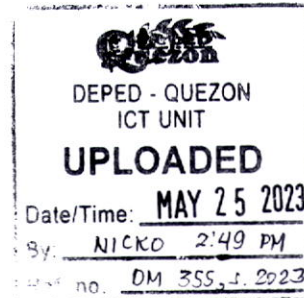




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



23 May 2023

DIVISION MEMORANDUM

DM No. 355, s. 2023

**DISSEMINATION OF RM 250, S. 2023 TITLED EIGHTH CYCLE BERF
RESEARCH PROPOSAL PRESENTATION**

To: Assistant Schools Division Superintendents
Division Chiefs
Schools Division Research Committee
Public Schools District Supervisors
All Others Concerned

1. This Office disseminates Regional Memorandum No. 250, s. 2023 titled Eighth Cycle BERF Research Proposal Presentation.
2. This virtual activity will be held on **June 2, 2023**, via MS Teams.
3. The list of qualified eighth cycle BERF grantees will be issued separately by the Regional Office.
4. Kindly see attached Memorandum for the registration of participants, procedure of presentation, indicative program of activities, and other important details.
5. For immediate and widest dissemination.

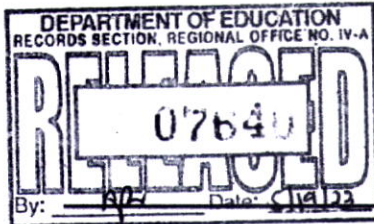

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

smmeord/05/23/2023

DEPEDQUEZON-TM-SDS-04-009-003



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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

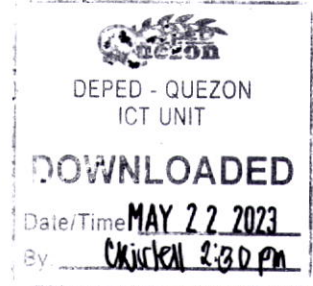


18 May 2023

Regional Memorandum
No. 250, s. 2023

**EIGHTH CYCLE BERF RESEARCH PROPOSAL
PRESENTATION**

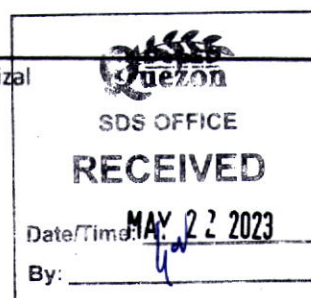
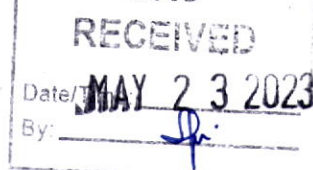
To **Schools Division Superintendents**



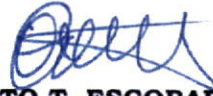
1. In relation to the recently conducted Evaluation of the 8th Cycle Basic Education Research Fund (BERF) Research Proposals on May 15-17, 2023, and as part of the Research Management Guidelines (RMG) which states that the Regional Research Committee (RRC) Secretariat shall conduct an orientation to brief the proponents on the requirements, roles, and responsibilities of both the researcher and the concerned committees, this Office through the Policy, Planning and Research Division (PPRD) will conduct a virtual Research Proposal Presentation of the Eighth Cycle Basic Education Research Fund (BERF) Grantees on **June 2, 2023** via MS Teams.
2. This activity aims to:
 - a. provide an avenue to researchers to share their research proposals that are aligned with the MATATAG Agenda, Basic Education Research Agenda (BERA), and Regional Education Development Plan (REDP);
 - b. give orientation on the BERF procedures and guidelines relative to fund processing and submission of deliverables; and
 - c. provide technical assistance in research writing as stated in the RMG
3. Participants in this activity are the 8th cycle BERF grantees, Regional Research Committee (RRC), Regional Pool of Research Reviewers (RPRR), Regional Research Ethics Committee (RREC), Senior Education Program Specialists (SEPSs) for Planning and Research, and RRC Secretariat who are advised to register using the link bit.ly/8thBERFproposalpresentation on or before **May 26, 2023**. For the 8th Cycle BERF grantees, a separate link will be released in a separate memorandum for the submission of the video presentation and other pertinent documents.
4. Expenses relative to the conduct of this activity shall be charged against the BERF subject to usual government accounting and auditing rules and regulations.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114 local 470-471
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



5. Attached are the procedures of presentation, the indicative program of activities, technical working group, and terms of reference. However, the schedule of presentation will be released in a separate memorandum.
6. For inquiries, please contact Jona M. Malonzo of the PPRD via email at pprd.calabarzon@deped.gov.ph or call at (02) 8682-2114 local 470.
7. Immediate and wide dissemination of this Memorandum is earnestly desired.



ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

07/ROP5

Procedures of Presentation

The following procedures will guide the participants to help ensure smooth flow of the activity:

1. The moderator will introduce the panelist/s and researcher/s at the beginning of the presentations.
2. The five-minute video presentation will be played based on the prescribed outline and content of presentation.
3. The panelist/s will be given five (5) minutes to provide inputs and technical assistance.
4. The documenters assigned in each group shall use the prescribed Activity Documentation Report found in bit.ly/ActivityDocumentationReport and submit in Word format to pprd.calabarzon@deped.gov.ph a week after the conduct of the activity.
5. The proponents are advised to follow the prescribed outline and content of the presentation below:

Outline	Content
Title of the Study (1 slide)	Title of the study, researcher/s, affiliation, & Division Office
Introduction/Rationale/ Background of the Study (1 slide)	Describe the problem or the issue that inspires the researcher/s to conduct the study use phrases only or keywords
Research Questions (1-2 slides)	Enumerate the statement of the problem.
Proposed Intervention, Innovation, Strategy	Use phrases or keywords
Sampling	Indicate the sampling technique used
Data gathering method/s	Indicate the various research instruments to be used include data gathering procedures (keywords only)
Data analysis	Indicate the qualitative and/or quantitative methods to be used in analyzing the data
Cost Estimates	Indicate the activities that may induce cost with corresponding amount
References (1 slide)	Present relevant references used in the study
Contact Details (1 slide)	Contact details of the researchers for possible replication of other research enthusiasts and attendees

Indicative Program of Activities

Time	Activity	Persons Involved
9:00-10:00 am	Preliminaries	Erick John N. Malabanan Administrative Assistant I
	National Anthem Prayer CALABARZON March DepEd Quality Policy	
	Opening Remarks and Statement of Purpose	Eliño S. Garcia OIC-Chief
	Presentation of Participants	Donna Gel V. Rumbaoa Administrative Assistant I
	Words of Wisdom and Inspirations	Loida N. Nidea Schools Division Superintendent Officer-In-Charge Office of the Assistant Regional Director

Time	Activity	Persons Involved
	Inspirational Message	Atty. Alberto T. Escobarte, CESO II Regional Director
	Virtual Activity Norms	Liesel M. Selda Statistician I
	Presentation Mechanics	Allan D. Tipan Assistant Chief
	Brief Orientation on the Research Management Guidelines	Jona M. Malonzo Education Program Specialist II
10:00-5:00 pm	Presentation Proper	

Technical Working Group

Designation	Name	Office
Chairperson	Elin S. Garcia	OIC Chief, PPRD
Co-Chairperson	Jona M. Malonzo	EPS II, PPRD
Members	Allan D. Tipan	EPS, PPRD
	Adrian A. Bullo	PO III, PPRD
	Liesel M. Selda	STAT I, PPRD
	Erick John N. Malabanan	ADAS I, PPRD
Panelists	Viernalyn M. Nama	Chief, CLMD
	Marvelino M. Niem	EPS, CLMD
	Michael Girard R. Alba	Chief, ESSD
	Pearl Oliveth S. Intia	Medical Officer, ESSD
	Annaliza T. Araojo	Dentist, ESSD
	Wilbert C. Ulpindo	PDO II, ESSD
	Job S. Zape Jr.	Chief, FTAD
	Eugenio S. Adrao	EPS, FTAD
	Luz E. Osmeña	Chief, QAD
	Emelia M. Aytona	EPS, QAD
	Buenalyn M. Manuel	EPS, QAD
	Eduarda M. Zapanta	Chief, HRDD
	Bryan A. Pobe	EPS, HRDD
	Nadina G. Gatton	EPS, HRDD
	Donna L. Lago	EPS, HRDD
	Maricris R. Tadioan	EPS II, HRDD
	Elin S. Garcia	OIC Chief, PPRD
	Allan D. Tipan	EPS, PPRD
	Marites L. Gloria	CAO, FIN
	Laarni A. Evaristo	AO V, FIN
Nancy Z. Dizon	SAO, FIN	
Jose Charlie Aloquin	selected Regional Pool of Research Reviewers (RPRR) and Regional Research Ethics Committee (RREC)	
Maribeth Herrero		
Reyarr Cruz		
Marvin Vicente		
Rosemarie Magnaye		
Randy Punzalan		
May Ann Gatpandan		
Doris Estalilla		
Elvira Catangay		
Rhoda Manual		
Lucia Pagalanan		
Alson Rae Luna		
Victorina D. Palanas		

Designation	Name	Office
	Jeffrey A. Astillero	
Moderators	Alfonso L. Abogado	SEPS, Antipolo City
	Dexter M. Palanas	SEPS, Calamba City
	Maria Rosario Lissa C. Ticzon	SEPS, San Pablo City
	Azalea A. Gallano	SEPS, Lucena City
	Analiza G. Soriano	SEPS, Rizal Province
Documenters	Meniano D. Eborá	SEPS, Batangas City
	Janet G. Villaroya	SEPS, Bacoór City
	Rodrigo S. Castillo	SEPS, Batangas Province
	Edward Manuel	SEPS, Biñan City
	Jester C. Nicodemus	SEPS, Cavite City
	May Anne Joy Romanes	SEPS, Cavite Province
	Karen Macawile	SEPS, Dasmariñas City
	Maureen Parot	SEPS, General Trias City
	Jenielyn A. Sadang	SEPS, Imus City
	Arvie Celeste M. Rubio	SEPS, Laguna Province
	Mary Zugar D. Gutierrez	SEPS, Lipa City
	Oscar R. Duma Jr.	SEPS, Quezon Province
	Paulo B. Mangubos	PSDS, Sta. Rosa City
	Noime T. Mercadal	SEPS, Sto. Tomas City
	Maria Liza M. Faustino	SEPS, Tanauan City
Montano Agudilla Jr.	SEPS, Tayabas City	

Terms of Reference

Designation	TOR
Chairperson	Oversees the over-all conduct of the activity
Co-chairperson	Facilitates the conduct of the activity and coordinates with the chairperson on the updates of initially assessed research proposals and provide data on the number of initially approved research proposals per schools division office
Members	Coordinate with the co-chairperson on the logistical requirements, and provide inputs, as necessary
Panelists	Provide inputs and technical assistance (TA) to the presenters during the proposal presentation
Moderators	Facilitate the parallel sessions. Look for personnel that would provide technical support
Documenters	Document the virtual activity, especially during the provision of TA to the presenters, and submit the Activity Documentation Report to PPRD via email