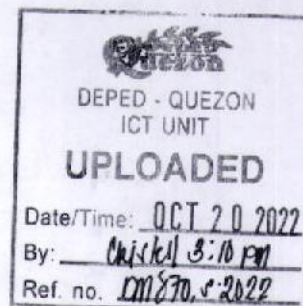




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



18 October 2022

DIVISION MEMORANDUM

DM No. 870, s. 2022

**TECHNICAL ASSISTANCE IN RESEARCH MANAGEMENT AND
RESEARCH UTILIZATION**

To: Assistant Schools Division Superintendents
Division Chiefs
School Head In-Charge of Governance and Operations
School Head In-Charge of Research in the District
All Others Concerned

1. In reference to DepEd Order No. 16, s. 2017 or the Research Management Guidelines which emphasizes the mechanisms of utilizing research outputs that can be used in the improvement of the teaching, learning, and governance of schools, districts, and the division, this Office through the SGOD-Planning and Research will conduct the Technical Assistance in Research Management and Research Utilization on October 27, 2022, 8:00 a.m. at Sevilla's Farm and Resort, Domoit, Lucena City.
2. This activity aims to:
 - a) Provide technical assistance on the research management of schools and districts;
 - b) Share best practices about research findings and outputs that will aid in teaching and learning and governance;
 - c) Compile different research outputs conducted by the Division Researchers; and
 - d) create a platform for research dissemination to improve learning outcomes.
3. The participants in this activity are the members of the Schools Division Research Committee and School Heads In-Charge of Research in the District.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph



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4. The School Heads In-Charge of Research in the District is expected to prepare the following:
- a) Consolidated Research Management Program for 2022-2023
 - b) Consolidated Research Accomplishment Report for 2021-2022

Likewise, the School Head In-Charge of Research in the district is expected to prepare a 5-minute presentation on the district's research accomplishment.

- 5. The conduct of this activity shall adhere to the existing health and safety protocols.
- 6. Travel and incidental expenses of the participants shall be charged to school MOOE or local funds subject to usual accounting and auditing rules and procedures.
- 7. For further details and other concerns relative to this activity, please send a message through sdo.quezon.research@deped.gov.ph
- 8. Immediate dissemination and compliance with this Memorandum is desired.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

sgodgca10/18/2022

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Enclosure 1 to DM 970, s. 2022

RESEARCH MONITORING AND UTILIZATION TOOL TEMPLATE

THE RESEARCHER	
Name:	Signature:
Sex:	Place of Birth:
Home Address:	
Mobile Number:	Civil Status:
DepEd E-mail Address:	
School/ Office Address:	
OFFICE/IMMEDIATE HEAD	
Name:	
Position:	
Mobile Number:	
School/ Office Address:	
THE RESEARCH STUDY	
Title:	
Outputs/ Intervention/Innovation	
Date of Completion	
Description of the project/outputs/ intervention done that has a significant effect on the performance of the school/district/community.	

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Extent of Usability (Indicate problem addressed, people/ office benefited, and transactions facilitated)	Accomplishment Report (Evaluation Report, Corroboration Certificate)
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Please attach a copy of the Research Output/Intervention Used

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