



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

July 18, 2022

**DIVISION MEMORANDUM**

No. 378, s. 2022

**SUBMISSION OF SOFT COPIES OF ARTICLES, INNOVATIONS AND RESEARCH**

To: Assistant Schools Division Superintendent  
All Public Elementary and Secondary School Heads  
2 Chief Education Supervisor  
Education Program Supervisors  
All Others Concerned

1. Based on the Research Process and Flow on the acceptance of articles, innovations, and research, submission of soft copy must be included upon the submission of hard copy. It was observed that there are instances where soft copies were not included during submission hence, the cause of delay in processing the documents related thereto.
2. To avoid such inconvenience, School Evaluation Committee should check carefully if the soft copies of articles, innovations, and research were included during endorsement of such reports and files.
3. For more information or queries, contact Mr. Wensdy S. Casio, Education Program Specialist II at [wensdy.casio@deped.gov.ph](mailto:wensdy.casio@deped.gov.ph) or at CP No. 0917-852-1574.
4. For Information and compliance.

  
**DANTE G. PARUNGAO, CESO V**  
Schools Division Superintendent



*Loyal, Excellent, Accountable and Dedicated to Service*  
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