



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

April 18, 2023

SCHOOL DIVISION MEMORANDUM

No. 183, s. 2023

**RECONSTITUTION OF THE SCHOOLS DIVISION RESEARCH
AND INNOVATION COMMITTEE**

To: Asst. Schools Division Superintendents
Chief Education Program Supervisors
Education Program Supervisors
Public School Heads
All Others Concerned

1. In support of the Department's policy development process, research agenda, and policy and program development and implementation, the School Division Office adopts DepEd Order No. 16, s. 2017 entitled *Research Management Guidelines* to continuously promote and Strengthen the Culture of Research in basic education.

2. Relative thereto, this Office hereby announces the composition of the Schools Division Research & Innovation Committee (SDRIC) as follows:

Chair: **ERLEO T. VILLAROS PhD**
Officer-In-Charge
Office of the Assistant Schools Division Superintendent

Co-Chairs: **BERNARDO A. GARGABITE EdD**
Chief ES- SGOD

LARRY B. ESPIRITU PhD
Chief ES- CID

Adviser: **JOHANNA N. GERVACIO PhD, CESO VI**
Schools Division Superintendent

Members: **ANGELICA M. BURAYAG PhD**
Education Program Supervisor-SGOD

AILEEN G. MACTAL
Education Program Supervisor-CID

JOMEL V. MANGAWANG
Accountant III



Loyal, Excellent, Accountable and Dedicated to Service

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph

DSCM-QMS-QMR-QSF-008 Rev.05 (09.23.22)



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By invitation: **Focal Person of concerned division/learning area/section/program**

Alternate Members:

ENGR. MARLON V. SIMINIG
Planning Officer III

MARY QUEEN P. ORPILLA PhD
Education Program Supervisor

MINDA MAE V. MANGALINDAN
Administrative Office V

Secretariat: **Senior Education Program Specialist for SMME & HRD,
Education Program Specialist II- SOCMOB & HRD**

3. The SDRIC Secretariat will deliver the following:
 - a. Organize, coordinate, and document meetings of the committee;
 - b. Conduct initial screening of submitted proposals with submission guidelines;
 - c. Aid SDRIC Members in recommending proposals for approval as per the criteria and scoring template provided in Annex 4 of DO. 16 s.2017;
 - d. Liaise with the academic and research institutions government agencies, and other DepEd offices in the conduct of the research;
 - e. Provide technical assistance to researchers on the conduct of their studies;
 - f. Conduct periodic monitoring of research initiatives in schools and community learning centers (CLCs) within the division.
 - g. Prepare a periodic report on accomplishments related to division research initiatives; and
 - h. Prepare complete staff works in support of the Committee's function as needed.
4. The SDRIC will assume the responsibilities of research management at the Schools Division level. The SDRIC will have the following roles and responsibilities:
 - a. Provide directions on research initiatives through national and local Basic Education Research Agenda and other identified priority research areas in the division;
 - b. Evaluate and approve research proposals and other related research initiatives from the schools and community learning centers (CLCs) to be funded under BERF/PRPF;
 - c. Evaluate and approve research proposals s other related research initiatives within the school's division to be funded by other fund sources;



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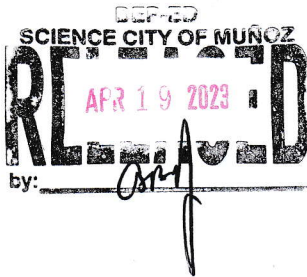
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- d. Forge partnerships with academic and research institutions, government agencies, and other DepEd offices on education research initiatives and projects;
 - e. Prepare and submit a report to Region Research Committee (RRC) on all research initiatives conducted in the division from all fund sources;
 - f. Resolve emerging issues on the management and conduct of research;
 - g. Ensure the cost estimates fall under the existing accounting and auditing rules and regulations; and
 - h. Endorse approved school-level proposals to the Regional Office for confirmation and release of funds under BERF/PRPF.
5. Relative thereto, the SDRIC shall convene and expedite the process for appropriate recommendations and suggestions of the document submitted in an en banc deliberation.
6. Immediate and wide dissemination of this memorandum is desired.


JOHANNA N. GERVACIO PhD, CESO VI
Schools Division Superintendent



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