



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

05 April 2024

SCHOOLS DIVISION MEMORANDUM

No. 134

s. 2024

**RECOMPOSITION OF THE SCHOOLS DIVISION RESEARCH
AND INNOVATION COMMITTEE (SDRIC)**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. In support of the Department's policy development process, research agenda, policy and program development and implementation, this Schools 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 and Innovation Committee as follows:

Chair: **RONILO E. HILARIO, CESO VI**
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 V**
Schools Division Superintendent

Members: **WINNIE W. POLI**
Education Program Supervisor- SGOD

RONA MAY E. CRUZ
Planning and Research Focal Person

AILEEN G. MACTAL
Education Program Supervisor- CID



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JOMEL V. MANGAWANG

Accountant III

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- CID

MINDA MAE V. MANGALINDAN

Administrative Officer V

Secretariat:

RONA MAY E. CRUZ

Planning and Research Focal Person

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

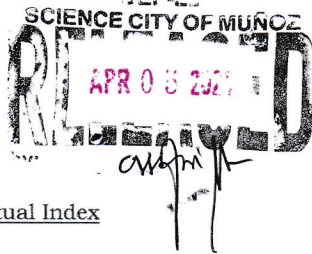
3. The SDRIC Secretariat will deliver the following:
 - a. Organize, coordinate and document meetings of the committee;
 - b. Conduct initial screening of submitted proposals with submission guidelines;
 - c. Aid SDRIC members in recommending proposals for approval as per the criteria and scoring template provided in annex 4 of DO No.16 s. 2017
 - d. Liase with the academic and research institutions, government agencies and other different offices in the conduct of 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 within the division;
 - g. Prepare a periodic report on accomplishments related to division research initiatives; and
 - h. Prepare complete staff work 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:



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- 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 division, schools and community learning centers to be funded under BERF/PRPF;
 - c. Evaluate and approve research proposals and other related research initiatives within the Schools Division to be funded by other fund sources;
 - 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 the Regional Research Committee (RRC) on all research initiatives conducted in 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 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 en banc deliberation.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl. As stated
Reference: N/A
To be indicated in the Perpetual Index

Under the following subjects:
RECOMPOSITION OF SDRIC

SGOD/ RMEC/ *Recomposition of SDRIC*
07/ March 3, 2024