



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

10 March 2026

SCHOOLS DIVISION MEMORANDUM

No. 108

s. 2026

**REVIEW AND EVALUATION OF RESEARCH AND INNOVATION PROPOSALS OF
NON-TEACHING PERSONNEL**

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

1. This is to inform the field of the provision of technical assistance to researchers and innovators on March 12, 2026, 9:00 am at the SDO SGOD Office to support the development and implementation of research and innovation projects of non-teaching personnel.
2. This activity aims to enhance the quality of research and innovation projects, assist researchers and innovators in completing their work, and orient the proponents on the guidelines for conducting research and innovation.
3. Attached to this Memorandum are the following:
Enclosure No. 1: List of researchers/innovators
Enclosure No. 2: Schools Division Research and Innovation Committee (SDRIC)
4. For queries and concerns, please contact RONA MAY E. CRUZ, Planning and Research Focal Person, through her email address ronamay.esperanzate@deped.gov.ph or through her CP# 09656870931.
5. 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:

TECHNICAL ASSISTANCE IN THE CONDUCT OF RESEARCH AND INNOVATION

SGOD/ RMEC/ Technical Assistance

04/ March 10, 2025



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

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



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Enclosure No.1 to Schools Division Memorandum No. ~~108~~ s. 2026

**LIST OF INNOVATION PROJECT PROPOSALS FOR FY 2026
NON-TEACHING PERSONNEL**

No.	Proponent/S	School/SDO	Title	Schedule For TA
1	Alvin B. Ramirez Johann M. Tabing	SDO	School Inventory Management System	March 12, 2026 9:00 a.m.
2	April W. Poli	MNHS-Annex	School-Based HR Management and Service Milestone Monitoring System (HR-MS)	March 12, 2026 10:00 a.m.



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SCHOOLS DIVISION RESEARCH AND INNOVATION COMMITTEE

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

JOMEL V. MANGAWANG
Accountant III

STELLA MARIE C. DUMALE
Administrative Officer IV

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



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