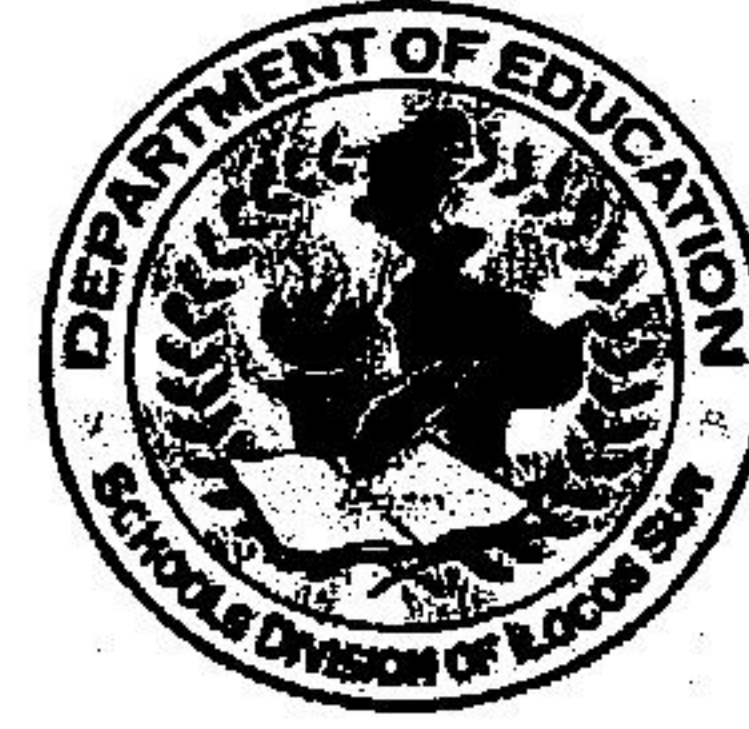




Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OF ILOCOS SUR
Bantay, Ilocos Sur



November 13, 2019

DIVISION ADVISORY
No. - 353, s. 2019

COMPOSITION OF THE SCHOOLS DIVISION RESEARCH COMMITTEE(SDRC)

To: **OIC – Office of the Asst. Schools Division Superintendent**
Chief Education Supervisor, CID
OIC – Office of the Chief Education Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Senior Education Program Specialists (PRS and HRD)
Accountant III
Planning Officer III
Education Program Specialist II (HRD)
All others concerned

1. Pursuant to DepEd Order No. 16, s. 2017, also known as Research Management Guidelines, particularly Part V.A. Research Committees which mandates each governance level to provide guidance on research directions, particularly in aligning such initiatives with the national and local Basic Education Research Agenda as well as in spearheading the call for proposals, evaluation, approval, and grant of available funds for research proposals, partnerships, and dissemination of results, this Office announces the following composition, roles, and responsibilities of the Schools Division Research Committee(SDRC):

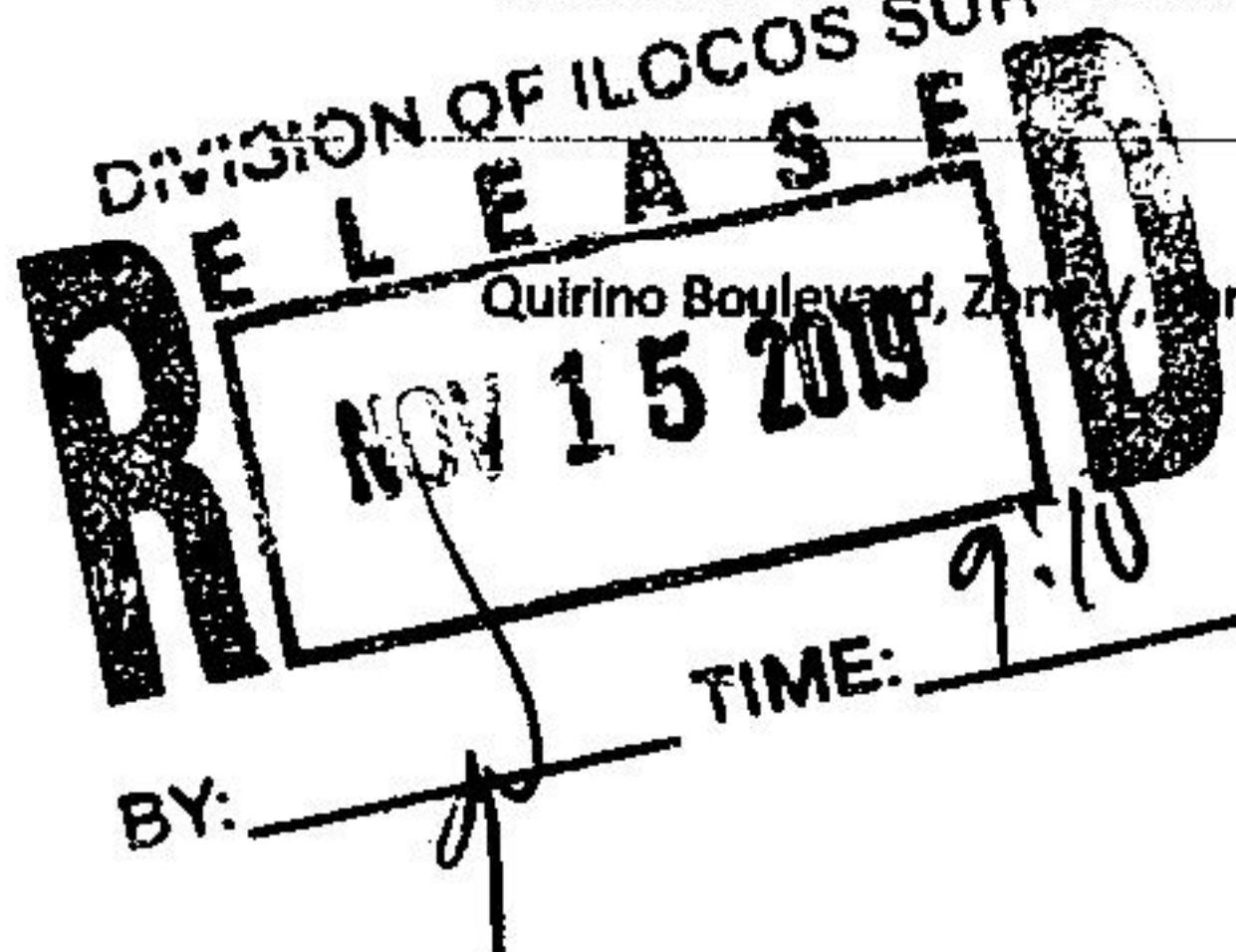
A. The composition of the SDRC is as follows:

Chair	Dr. Arnel C. Doctolero OIC – Office of the Assistant Schools Division Superintendent
Co-Chairs	Dr. Philip John Gregory G. Aldos Chief, School Governance and Operations Division Dr. Maria Salome R. Abero Chief, Curriculum Implementation Division
Adviser	Mr. Jorge M. Reinante, CSEE, CEO VI, CESO V Schools Division Superintendent (SDS)
Members	Saniata M. Piano SEPS, Planning and Research CID Representative/s based on requirement for the evaluation Louie Jacob Accountant III

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REVISION: 00

EFFECTIVITY DATE: 09-10-2018



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	By invitation: Focal person of concerned division/learning area/section/program
Secretariat	Dr. Mark E. Manzano Planning Officer III Dr. Honeylet C. Zamora SEPS, Human Resource Development Rodessa R. Riputola EPS II, Human Resource Development
To facilitate the evaluation and approval of research proposals, Committee members may designate permanent alternates to represent them during SDRC meetings, in case of unavailability.	

B. The SDRC will have the following roles and responsibilities:

1. Provide directions on research initiatives through the national and local Basic Education Research Agenda, and other identified priority research areas in the division;
2. Evaluate and approve research proposals and other related research initiatives from the schools and community learning centers (CLCs) to be funded under BERF;
3. Evaluate and approve research proposals and other related research initiatives within the schools division to be funded by other fund sources;
4. Forge partnerships with academic and research institutions, government agencies, and other DepEd offices on education research initiatives and projects;
5. Prepare and submit reports to the RRC on all research initiatives conducted in the division from all fund sources;
6. resolve emerging issues on the management and conduct of research
7. Ensure that cost estimates fall under the existing accounting and auditing rules and regulations;and
8. Endorse approved school level proposals to the Regional Office for confirmation and release of funds under BERF.

C. The SDRC Secretariat will deliver the following:

1. Organize, coordinate, and document meetings of the Committee;
2. Conduct initial screening of submitted proposals for compliance with submission guidelines;
3. Aid SDRC members in recommending proposals for approval as per the criteria and scoring template provided in Annex 4;
4. Liaise with academic and research institutions government agencies, and other DepEd offices in the conduct of the research;
5. Provide technical assistance to researchers on the conduct of their studies;





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6. Conduct periodic monitoring on research initiatives in schools and community learning centers (CLCs) within the division;
 7. Prepare periodic report on accomplishments related to division research initiatives; and
 8. Prepare complete staff work in support of the Committee's functions as needed.
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2. This rescinds all division issuances (memoranda regarding the Composition of the Schools Division Research Committee(SDRC).
 3. Wide dissemination of this Memorandum is desired.


JORGE M. REINANTE, CSEE, CEO VI, CESO V
Schools Division Superintendent

Reference:

DepEd Order No. 16, s. 2017

To be indicated in the Perpetual Index
under the following subjects:

RESEARCH MANAGEMENT

SDRC

