



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**

RELEASED  
 MAR 14 2022  
 DEPED-ABRA TIME 1:40

Office of the Schools Division Superintendent

DIVISION MEMORANDUM  
 No. 259 s. 2022

March 4, 2022

**UPDATE ON THE RECONSTITUTION OF THE SCHOOLS DIVISION  
 RESEARCH COMMITTEE (SDRC)**

TO: Assistant Schools Division Superintendent  
 Chief Education Supervisors (CID and SGOD)  
 Education Program supervisor  
 Public Schools district Supervisor  
 Senior Education Program Specialist  
 All Elementary and Secondary School Heads  
 All Others Concerned

1. In support to the Department's policy development process, research agenda, and policy and program development and implementation, this office continues to promote and strengthen the culture of research in basic education. Schools Division Office of Abra hereby reconstitutes the School Division Research Committee and reiterates the provisions of DepEd Order No. 16, s. 2017 entitled "Research Management Guidelines" and its amendment stipulated in DepEd Order No. 26, s. 2021 providing guidance in managing research initiatives and the use of virtual platforms in the conduct of research related activities in the division.

2. The **School Division Research Committee (SDRC)** is hereby reconstituted effective immediately as follows:

NAME/POSITION	SDRC ROLE
<b>Benilda M. Daytaca</b> , SDS	Adviser
<b>Samuel T. Egsaen Jr.</b> , ASDS	Overall Chairperson
<b>Lemuel B. Dickson</b> , CES-SGOD	Co-Chairperson
<b>Hedwig M. Belmes</b> , CES-CID	Co-Chairperson
<b>Henrieta A. Bringas, Marlene C. Abaoag, Narciso B. Cannaoay, Ronald T. Marquez, Adelaida A. Bogayao, Pedro B. Talingdan Jr., Jun P. Aguyos, Mijurodel B. Rifareal, Bhenjo P. Agaloos, Emmanuel B. Bugtong</b>	Members
<b>Celia Bolante</b> , Finance Officer	Member (for Cost Estimate/Financial Report)
By invitation: focal person of concerned division/learning area/section/program	Member
<b>Rhoda P. Asencio</b> , SEPS-Planning and Research	Secretariat
<b>Deo M. Ramos</b> , EPS II-HRD	Secretariat



Address: Actividad-Economia St., Zone 2, Bangued, Abra  
 Telephone No.: (074)614-6918  
 Website: <http://www.dapedabra.com>  
 E-mail: [abra@daped.gov.ph](mailto:abra@daped.gov.ph)



ISO 9001:2015 Certified  
 Quality Management System  
 CRN 50500994 QM15



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**

3. To facilitate the evaluation and approval of research proposals, committee members may designate permanent alternates to present them during SDRC review and evaluation, in case of unavailability.

4. The following are the roles and responsibilities of the SDRC Members and the SDRC Secretariat:

4.1 The **Schools Division Research Committee (SDRC)**, as stated in DepEd Order No. 16, s. 2017 has the following the following roles and responsibilities:

4.1.1 Provide Directions on research initiatives through the national and local Basic Education Research Agenda, and other identified priority research areas in the Division;

4.1.2 Evaluate and approve research proposals and other related research initiatives from schools and community learning centers (CLCs) to be funded under BERF;

4.1.3 Evaluate and approve research proposals and other related research initiatives within the schools division to be funded by other fund sources;

4.1.4 Forge partnership with academic and research institutions, government agencies, and other DepEd offices on Education research initiatives and projects;

4.1.5 Prepare and submit reports to the Regional Research Committee (RRC) on all research initiatives conducted in the division from all fund sources;

4.1.6 Resolve emerging issues on the management and conduct of research;

4.1.7 Ensure that cost estimates fall under the existing accounting and auditing rules and regulations; and

4.1.8 Endorse approved school level proposal to the Regional Office for confirmation and release of funds under BERF.



Address: Actividad-Economia St., Zone 2, Bangued, Abra  
Telephone No.: (074)614-6918  
Website: <http://www.depedabra.com>  
E-mail: [abra@deped.gov.ph](mailto:abra@deped.gov.ph)



ISO 9001:2015 Certified  
Quality Management System  
CRN 50500894 QM15



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**

---

4.2 The SDRC secretariat will deliver the following:

4.2.1 Organize, Coordinate, and document meetings of the committee;

4.2.2 Conduct initial screening of submitted proposals for compliance with submission guidelines;

4.2.3 Aid SDRC members in recommending proposals for approval per criteria and scoring template provided in Annex 4 of DO No. 16, s. 2017;

4.2.4 Liaise with academic and research institutions, government agencies, and other DepEd offices in the conduct of the research;

4.2.5 Provide technical assistance to researchers on the conduct of their studies;

4.2.6 Conduct periodic monitoring on research initiatives in schools and community learning centers (CLCs) within the division;

4.2.7 Prepare periodic report on accomplishments related to division research initiatives; and

4.2.8 Prepare complete staff work in support of the committee's functions as needed.

5. This supersedes all other Division Memorandums that were previously issued pertaining only to the reconstitution of the SDRC.

6. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**BENILDA M. DAYTACA, EdD, CESO VI**  
*Schools Division Superintendent*



Address: Actividad-Economia St., Zone 2, Bangued, Abra  
Telephone No.: (074)614-6918  
Website: <http://www.dapedabra.com>  
E-mail: [abra@daped.gov.ph](mailto:abra@daped.gov.ph)



ISO 9001:2015 Certified  
Quality Management System  
CRN 50500994 QM15