DIVISION MEMORANDUM
No. 029 s. 2020

UPDATED MEMBERS OF THE SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC), DIVISION ETHICS REVIEW COMMITTEE (DERC), DIVISION RESEARCH TECHNICAL WORKING GROUP (DRTWG), AND THE DESIGNATION OF DIVISION FOCAL FOR RESEARCH PRODUCTION AND MANAGEMENT

To:
- MELANIE P. ESTACIO, PhD - OIC, Officer of the ASDS
- BEVERLY S. DAUGDAUG, EdD - Chief Education Program Supervisor, CID
- SOLLIE B. OLIVER - Chief Education Program Supervisor, SGOD
- CABRELLA, JEM BOY B. - Education Program Supervisor for Mathematics
- LUZMINDA B. JASMIN - Education Program Supervisor for Science
- MARY JOY B. FORTUN, PhD - Education Program Supervisor for LRMD
- TITO M. ENDRINA, PhD - Education Program Supervisor for English
- RONILYN P. NIEVES - Education Program Supervisor, Division GAD Focal Person
- Division Legal Officer
- NORELIZA A. MISAL - Accountant III
- XAVIER S. FUENTES - SEPS, Planning & Research Section
- RONALD B. DEDACE - SEPS, Human Resource Development Section
- SEPS, School Management Monitoring and Evaluation Section
- PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
- BAI TITA M. FAMOSO, CAB Chairperson
- ROSARIO B. DIAMANTE - NEU Representative
- JONATHAN E. RELLON - PESPA Representative
- ROGER A. MANAPOL, EdD - NAPSSHI Representative
- Division Federated Supreme Pupil Government Representative
- Division Federated Supreme Student Government Representative
- School Heads of Elementary and Secondary Schools
- All others concerned

1. Pursuant to the implementation of DO. No. 16, s. 2017 - "Research Management Guidelines", the following are hereby designated as the new members of the Schools Division Committee (SDRC):

Chair: MELANIE P. ESTACIO, PhD, OIC-Office of the ASDS
Co-Chair: BEVERLY S. DAUGDAUG, EdD - Chief EPS, CID
SOLLIE B. OLIVER - Chief EPS, SGOD
Members: JEM BOY B. CABRELLA - EPS, Mathematics
LUZMINDA B. JASMIN - EPS, Science
TITO M. ENDRINA - EPS, English
MARY JOY B. FORTUN - EPS, LRMD
NORELIZA A. MISAL - Accountant III
XAVIER S. FUENTES - SEPS, Planning & Research Section
By invitation:
Focal person of concerned division/learning area/section/program
Secretariat: RONALD B. DEDACE - SEPS, Human Resource Development Section
SEPS, School Management Monitoring and Evaluation Section
PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
Adviser: CRISTY C. EPE, CESE - SDS
2. The Committee shall serve as evaluators of research proposals for BRF funding prior to the submission to the Regional Research Committee (RRC), ensuring that submissions are complete and aligned with the Research Agenda of the Department as stipulated in DO. No. 39, s. 2016 - "Adoption of the Basic Education Research Agenda".

3. To facilitate the evaluation and approval of research proposals, the following are hereby designated as members of the Division Research Technical Working Group (DRTWG) as alternates of the SDRC members.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Designation</th>
<th>Station</th>
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</thead>
<tbody>
<tr>
<td>ELIKA FAYE M. ALFONSO</td>
<td>Special Science Teacher III</td>
<td>Matti NHS</td>
</tr>
<tr>
<td>MISHEL C. CADUNGOG</td>
<td>Principal I</td>
<td>Kibanban ES</td>
</tr>
<tr>
<td>EMILY V. IGCALINOS</td>
<td>Teacher II</td>
<td>Ramon Magsaysay CES</td>
</tr>
<tr>
<td>EDUARDO P. PALLER, JR.</td>
<td>Master Teacher I</td>
<td>Aplaya ES</td>
</tr>
<tr>
<td>SHEENA MAE N. ROXAS</td>
<td>Special Science Teacher I</td>
<td>SHS in Digos City</td>
</tr>
<tr>
<td>THONVER R. SAMPAGA</td>
<td>Special Science Teacher I</td>
<td>Kapatagan SHS</td>
</tr>
<tr>
<td>RIZZA L. VILLALUNA</td>
<td>Principal I</td>
<td>Goma NHS</td>
</tr>
<tr>
<td>LEILANI T. SENIRES</td>
<td>Master Teacher I</td>
<td>SHS in Digos City</td>
</tr>
<tr>
<td>LALAINA D. MORTALLA</td>
<td>Master Teacher I</td>
<td>Digos City NHS</td>
</tr>
<tr>
<td>BERNARDINO P. MAGNO</td>
<td>Teacher I</td>
<td>Digos City NHS</td>
</tr>
<tr>
<td>VERONICA M. SASI</td>
<td>Teacher I</td>
<td>Pedro V. Basalan ES</td>
</tr>
</tbody>
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4. The Division Research Technical Working Group (DRTWG) shall assist the SDRC in: organizing, coordinating, and documenting meetings; doing initial screening of submitted proposals; recommending proposals for compliance with submission guidelines; coordinating with academic and research institutions, government agencies, and other DepEd offices in the conduct of research; providing technical assistance to researchers on the conduct of their studies through meetings, training, and workshops; conducting periodic monitoring on research initiatives; preparing periodic report on accomplishments related to division research initiatives; and preparing complete staff work in support of the SDRC functions.

5. In adherence to contemporary research ethics, a Division Ethics Review Committee (DERC) is hereby created to ensure the protection of human participants in studies with sensitive topics through the principles of respect for persons, beneficence, and justice. The following are designated/requested as members of the DERC:

Chair: MELANIE P. ESTACIO, PhD, OIC-Office of the ASDS
Co-Chair: Division Legal Officer
Members: RONILYN P. NIEVES, EPS - Division GAD Focal Person
By invitation:
Focal person of concerned division/learning area/section/program
BAI TITA M. FAMOSO, CAB Chairperson
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RONALD B. DEDACE - SEPS, Human Resource Development Section
SEPS, School Management Monitoring and Evaluation Section
PETER-JASON C. SENARILLOS - SEPS, Social Mobilization and Networking Section
Division Research Technical Working Group

6. In compliance with the memorandum on DepEd Office Functions and Job Descriptions issued through an unnumbered memorandum dated 25 January 2018 from the office of Usec. Jesus Lorenzo R. Mateo, the following personnel are hereby designated as the Division Research Focal Person for Production and Management:

<table>
<thead>
<tr>
<th>Name</th>
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<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>XAVIER S. FUENTES</td>
<td>Division Focal for Research Management</td>
<td>SEPS - Planning and Research</td>
</tr>
<tr>
<td>TITO M. ENDRINA</td>
<td>Division Focal for Research Production</td>
<td>EPS - English</td>
</tr>
</tbody>
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7. All issuances inconsistent with this memorandum are hereby repealed, rescinded, or modified accordingly.

8. For your information and compliance.