



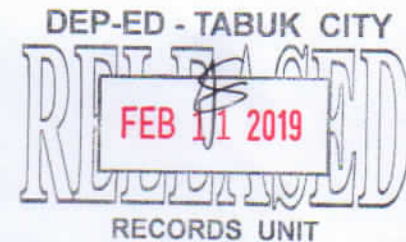
Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF TABUK CITY**  
City Hall Compound, Dagupan Centro, Tabuk City



DIVISION MEMORANDUM

No. 36 s. 2019

TO: **Chief Education Supervisors  
Public Schools District Supervisors  
Education Program Supervisors  
Unit Heads  
School Heads (Elementary and Secondary)  
All others concerned**



FROM:

*B. Gamatero*  
**BENEDICTA B. GAMATERO**  
OIC-Schools Division Superintendent

DATE: February 11, 2019

SUBJECT: **Distribution of the Division Research Handbook**

1. In hopes of strengthening the culture of research and encourage more personnel to conduct evidenced-based inquiry for the formulation of policies and provide basis for reforms that are relevant to the needs and aspirations of our Division, the Planning and Research Unit led and facilitated the development of the Division Research Handbook by the Schools Division Research Committee (SDRC) so as to serve as a guide for researchers as to standard formats and process flows in research among others.

2. Moreover, upon its finalization, the Division Research Handbook was reproduced and bound for distribution through a budget allocation under the CLGU Special Education Fund for FY 2018.

3. In this connection, please be informed that each school may get two (2) copies of the Division Research Handbook which are available at the Planning and Research Office for reference of potential researchers.

4. For information and widest dissemination.