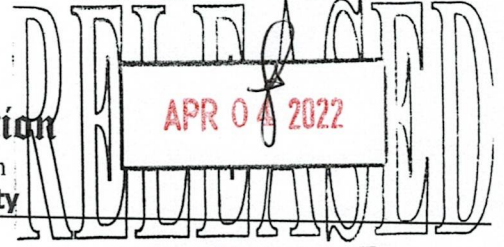




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**Schools Division of Tabuk City**

DEP-ED - TABUK CITY



Office of the Schools Division Superintendent

RECORDS UNIT

30 March 2022

**Division Memorandum**

No. 11, s. 2022

**COMPOSITION OF SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC)**

- To: OIC-Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Public and Private Elementary and Secondary School Heads and Teachers  
 All others Concerned

- In compliance to DO 16, s. 2017, to promote the culture of research and to provide guidance on research directions, particularly in aligning such initiatives with the national and local Basic Education Research Agenda, The Schools Division hereby establish the Schools Division Research Committee (SDRC). As stated in the DepEd Order, the SDRC will assume the responsibilities of research management at the schools division level and will spearhead the call for proposals, evaluation, approval, and grant of available funds for research proposals, partnerships, and dissemination of results.
- Below are the composition, roles, and responsibilities of the SDRC of DepEd Tabuk City as follows:

Person Involved	Functions and Terms of Reference
Irene S. Angway, PhD, CESO VI, SDS <i>Adviser</i>	<ul style="list-style-type: none"> <li>➤ Approves research proposals</li> <li>➤ Accepts research completion reports</li> </ul>
Feliciano L. Agsaoay Jr, OIC-ASDS <i>Chair</i>	<ul style="list-style-type: none"> <li>➤ Recommends research proposals for approval and research completion reports for acceptance to the SDRC Adviser after passing evaluation and review by the SDRC Co-chairs and members</li> </ul>
Sally P. Feken, PhD, CES SGOD <i>Co-Chair</i>	<ul style="list-style-type: none"> <li>➤ Reviews and endorses to the SDRC Chair research papers relative to (School) Governance and Operations, Child Protection, Human Resource Development, DRRM, Gender and Development</li> </ul>
Ramonchito A. Soriano, CES CID <i>Co-Chair</i>	<ul style="list-style-type: none"> <li>➤ Reviews and endorse to the SDRC Chair research papers relative to Teaching and Learning, Inclusive Education, and Curriculum Implementation</li> </ul>



**Address:** Purok 2, Bulanao Norte, Tabuk City, Kalinga  
**Email:** [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
**Website:** <https://www.depedtabukcity.com>


*SDRC Members:*

Deewaii B. Bagayao, SEPS Planning and Research  
Emmanuel Ubuan, EPS Math/ SHS Focal  
Cresencia Naoy, EPS Science/ Inclusive Ed focal  
Thelma Galicia, EPS Araling Panlipunan/ Madrasa Focal  
Nicasio Sumarita Jr., EPS EsP/ GAD Focal  
Maribel M. Bravo, EPS English  
Helen B. Orap, EPS-LRMDS/ MTB-MLE Focal  
Federico Flores, EPS MAPEH  
Adelaida Ignacio, OIC-EPS Filipino  
Josefina Balisong, EPS TVL-TLE  
Marionette Dooma- EPS ALS/ Kindergarten Focal  
Doddie Marie Duclan- EPS SGOD/ SBM Focal/ Sports Focal  
Ferdinand Malagyab, PSDS ETD 1/ Focal for Limited Face-to-face learning delivery  
Joan Ranjo, PSDS ETD 2  
Emily Langkit, PSDS ETD 3/ IPEd Focal  
Henry B. Alunday, PSDS NTD 1  
Corazon G. Bravo, PSDS NTD 2  
Agustina Lomeng, PSDS WTD 1  
Cornelia Peralta, PSDS WTD 2/ Multigrade Focal  
Agustina Loton, PSDS STD 1  
Robert Binhaon, PSDS STD2  
Karen Tabanganay, PSDS STD 3

- Coordinates and collaborates with other SDRC members in the review and evaluation of research papers according to their respective (subject) areas/ program/ district
- Provides technical assistance to researchers on the conduct of their studies based on the identified need i.e. appropriateness and relevance of proposed interventions, innovations and strategies

<p>Deewaii B. Bagayao  <i>Division Research Coordinator and  Chairperson, SDRC Secretariat</i></p>	<ul style="list-style-type: none"> <li>➤ Manages the overall research-related initiatives of the Division</li> <li>➤ Facilitates the review and evaluation of research papers submitted to the Division Office thru the initiated innovations like the e-TABUK in Research, FiSh-ing (File Sharing) in the Cloud and ProMPTER</li> <li>➤ Organizes, coordinates, and documents meetings of the Committee</li> <li>➤ Conducts initial screening of submitted proposals for compliance with submission guidelines;</li> <li>➤ Liaises with academic and research institutions government agencies, and other DepEd offices in the conduct of the research;</li> <li>➤ Provides technical assistance to researchers on the conduct of their studies;</li> <li>➤ Conducts periodic monitoring on research initiatives in schools and community learning centers (CLCs) within the division;</li> <li>➤ Prepares periodic report on accomplishments related to division research initiatives; and</li> <li>➤ Prepares complete staff work in support of the Committee's functions as needed.</li> </ul>
<p><i>SDRC Secretariat Members/ Division  Research TWG:</i></p> <p><i>Efren Danag, Planning Officer III  Ashlyn Colangao, SPET I  Abegail Laquiao, Teacher III  Hamilton Macagne, Master Teacher II  Gemmeline Bumanglag, Asst. Principal I  Miguel Salvador, Teacher III  Shiela Esteban, Master Teacher I</i></p>	<ul style="list-style-type: none"> <li>➤ Assist the Chairperson of the SDRC Secretariat</li> <li>➤ Assist in the conduct of initial screening of submitted proposals for compliance with submission guidelines</li> <li>➤ Assists in providing technical assistance to researchers</li> <li>➤ Aid SDRC members in recommending proposals for approval as per the criteria set in DO 16 s. 2017</li> <li>➤ Perform functions as stated in Division Memo No. 143, s. 2021</li> </ul>

3. In connection to this, all research papers are expected to have been initially reviewed at the school level prior to the submission of the electronic copy (draft/initial submission) or hard copy (final copy incorporating needed revisions as advised by the SDRC) to the Division Office. Immediate dissemination of and strict compliance to this memorandum is directed and shall remain in effect unless otherwise rescinded.

  
**IRENE S. ANGWAY PhD, CESO VI**  
Schools Division Superintendent 