



Department of Education
Region X - Northern Mindanao
Division of Malaybalay City

Sayre Highway P-6, Casisang, Malaybalay City

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DIVISION MEMORANDUM

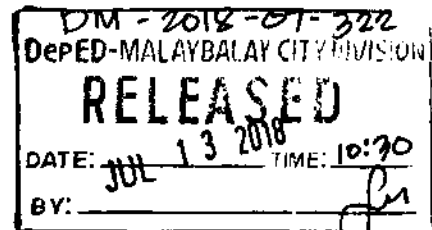
No. 322, s. 2018

TO: Assistant Schools Division Superintendent
Chief Education Supervisors SGOD and CID
School Heads (Elementary & Secondary)
Schools and District Research Coordinators
This Division

FROM: **REBONFAMIL R. BAGUIO**
Schools Division Superintendent

DATE: July 12, 2018

SUBJECT: SUBMISSION OF COMPLETED BERF FUNDED RESEARCHES



1. Anent to Region Memorandum no. 298, s. 2018 dated June 1, 2018, this Office hereby informs the field on the submission of the **BERF FUNDED RESEARCH** for 2017.
2. All researchers are advised to submit three (3) hard copies with approval sheet and soft copy via email @ vincent2016sanmiguel@gmail.com on or before **July 31, 2018**.
3. Queries on this matter can be relayed to **Vince G. Sanmiguel**, SEPS- Planning and Research at 09977430320.
4. For immediate dissemination and guidance.

Encls.: As stated

Copy furnished:

Records Unit

Planning & Research Section

To be posted in the website.

PRS/vince



Republic of the Philippines
Department of Education

UR 10-X


Tanggapan ng Pangalawang Kathim
Office of the Undersecretary

05 APR 2018

RECEIVED

MEMORANDUM
DM-PEO-2018-0474

TO: ARMM Regional Secretary
All Regional Directors

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: *Submission of Completed Research*

DATE: 02 April 2018

Relative to the implementation of DepED Order No. 16, s. 2017 or the "Research Management Guidelines" the Department aims to set up mechanisms to archive all completed education researches. This will ensure the availability of evidence to support governance strategies on the department's priorities. Research results will support policy development, frameworks, programs and project implementation, plan preparation, training program design and development of instructional materials, among others.

In connection to this, all regions, through the Policy, Planning and Research Division (PPRD), are directed to submit the **PDF copies of ALL completed researches under BERF** following the format specified in *Annex 6-Minimum Requirements of Completed Research Report of the Research Management Guidelines*. The researches should be categorized by research theme as per D.O. 49, s. 2016.

Please submit the e-copies to the Policy Research and Development Division-Planning Service (PRDD-PS) through email at ps_prdd@deped.gov.ph not later than **May 11, 2018** or you may call at telephone number (02) 635-3976 for clarifications and other concerns.

For your appropriate action

ANNEX 6: Minimum Requirements of Completed Research Report

A. COMPLETED BASIC RESEARCH TEMPLATE

- I Title Page
- II Abstract
- III Acknowledgment
- IV Introduction of the Research
- V Literature Review
- VI Research Questions
- VII Scope and Limitation
- VIII Research Methodology
 - a Sampling
 - b Data Collection
- IX Discussion of Results and Recommendations
- X Dissemination and Advocacy Plans
- XI References
- XII Financial Report

B. COMPLETED ACTION RESEARCH

- I Title Page
- II Abstract
- III Acknowledgment
- IV Context and Rationale
- V Innovation, Intervention and Strategy
- VI Action Research Questions
- VII Action Research Methods
 - a. Participants and/or other Sources of Data and Information
 - b. Data Gathering Methods
- VIII Discussion of Results and Reflection
- IX Action Plan
- X References
- XI Financial Report