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DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: JAN 10 2024 Time: 4:28
By:

Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
Division of Malaybalay City

DIVISION MEMORANDUM
No. 022, s. 2024

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
All Others Concerned

From: **ALIENA S. DAJAY, CESE**
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

Date: January 5, 2024

SUBJECT: SUBMISSION OF RESEARCH PAPER

1. Pursuant to DepEd Order No. 16, s. 2017 re: Research Management Guidelines, this office informs the field on the schedule of submission of research papers as follows:

Date	Documents to be submitted
January 19, 2024	Research Proposal
March 1, 2024	Complete Research Paper for Action Research Congress
May 17, 2024	Complete Research Paper for 2024 Malaybalay City Division Research Conference and Innovation Summit

2. School Research Coordinator shall facilitate the submission of 3 hard copy and softcopy of the research paper with endorsement from the District Research Committee. The soft copy will be submitted online through the google drive assigned per district.

3. Teaching related and non-teaching personnel shall submit 3 hard copy of research paper to the Planning and Research Section and email the soft copy at mcd.planning.research@gmail.com.

4. Queries relative to this can be relayed to **RIA K. ALCUIZAR**, Senior Education Program Specialist – Planning and Research at ***09271501978.***

Copy furnished:
Records Unit
Planning and Research