



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



October 3, 2024

DIVISION MEMORANDUM

No. 768 s. 2024

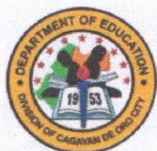
**DESIGNATION OF THE DISTRICT RESEARCH FOCAL PERSON AND THEIR
ROLE IN THE DISTRICT RESEARCH COMMITTEE**

TO: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
All Education Program Supervisors
All Public Schools District Supervisors
All Elementary and Secondary School Heads
All Concerned Teachers
This Division

1. In alignment with our district's ongoing efforts to foster a culture of research-driven education and the continued efforts to promote research development and support within the district, the field is hereby informed of the following designated District Research Focal Persons:

District	Focal Person
Central	Hashima Salic
South	
East 1	Shoji-an Daradal
East 2	Irish Taboclaon
North 1	Rosalinda Tantiado
North 2	Niña Leyson Airene Suan
Southwest 1	Donna Marie Balangiao
Southwest 2	Maridelyn Gumonan
West 1	Rochelle Nala
West 2	Eden Acaylar Ellen Mae Olasiman

2. As part of their duties, they will serve as the Co-Chairman of the District Research Committee, alongside the Public Schools District Supervisors (PSDS), who will act as the Chairman of the committee.
3. Role of Public Schools District Supervisor (PSDS) as Chairman:

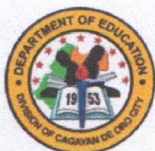


Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Mobile No: +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)
Email Address: cagayandeoro.city@deped.gov.ph



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- a. Lead the District Research Committee, ensuring alignment of research activities with district priorities and DepEd policies.
 - b. Oversee the evaluation of research proposals and completed research papers, guiding the committee in selecting papers for endorsement to the Schools Division Research Committee.
 - c. Provide strategic direction to research initiatives, ensuring that the research contributes to district-wide improvements in educational outcomes.
 - d. Coordinate with school heads and other district stakeholders to promote and implement evidence-based practices informed by research findings.
4. Role of the District Research Focal Person as Co-Chairman:
- a. Co-lead the District Research Committee with the PSDS, overseeing all research-related activities within the district.
 - b. Coordinate with schools in the district to ensure the alignment of research initiatives with the district's goals and DepEd's policies.
 - c. Provide technical assistance and guidance to teachers and schools on conducting educational research, including research proposal development, data analysis, and report writing.
 - d. Assist in the harmonization of research processes and policies to ensure a streamlined approach to research across the district.
 - e. Support the PSDS in evaluating research proposals and completed research papers and assist in selecting commendable papers for endorsement to the Schools Division Research Committee.
 - f. Ensure the dissemination of research outputs and the application of findings to improve instructional practices and school management.
 - g. Facilitate capacity-building activities to enhance the research competencies of teaching and non-teaching personnel.
5. District Research Committee Leadership:
- i. Chairman: Public School District Supervisor (PSDS) – Overall leadership and strategic direction of the committee.
 - ii. Co-Chairman: District Research Focal Person – Support the Chairman in executing committee functions, ensuring effective coordination and technical support for research activities.
6. This collaborative leadership structure is designed to strengthen our district's commitment to research and continuous improvement in teaching and learning. We look forward to the active participation of all members in supporting these research endeavors.



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7. Additionally, the Chairman and Co-Chairman of each district are hereby instructed to identify and appoint members to their respective District Research Committee. They are also directed to convene these committees promptly to plan and prepare for the upcoming District Research Congress.
8. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all concerned regardless of age, gender, and sexual orientation, disability, religion, and ethnicity.
9. This Office directs the immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO

Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

CURRICULUM RESEARCH

BASE_N/DM- designation of the district research focal person and their role in the district research committee
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