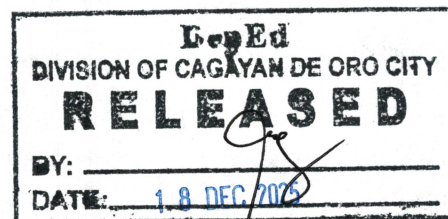




Republic of the Philippines  
Department of Education  
REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



17 Dec 2025

DIVISION MEMORANDUM  
No. 1156 s.2025

**3-DAY RESEARCH KUMUSTAHAN FOR BERF GRANTEEES**

TO: Assistant Schools Division Superintendent  
Chiefs, SGOD and CID  
SEPS – Planning and Research Unit  
Concerned Public Schools District Supervisor  
Concerned School Heads  
2<sup>nd</sup> Batch BERF Grantees

1. In support of the Department of Education's thrust to **strengthen research implementation, collaboration, and utilization of research outputs**, this Office shall conduct a **3-Day Research Kumustahan for BERF Grantees**. The activity will serve as a platform for sharing research progress, addressing implementation challenges, and providing technical support to BERF-funded researchers.

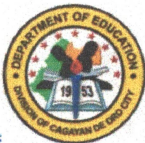
2. **Activity Details:**

- Date: February 25–27, 2026
- Duration: 3 days
- Venue: To be announced in a separate memorandum

3. The activity aims to:

- a. Provide a venue for BERF grantees to share research implementation experiences;
- b. Identify common challenges and good practices in conducting BERF-funded research;
- c. Provide technical assistance on data analysis, research writing, and publication; and
- d. Strengthen collaboration and peer support among researchers.

4. For guidance, please see attached enclosures for **list of participants** (enclosure 1) and **training matrix** (enclosure 2).



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| Doc. Ref. Code |  | Rev  | 00            |
| Effectivity    |  | Page | Page 5 of 125 |



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

**Office of the Schools Division Superintendent**

5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. This Office directs immediate and wide dissemination of this Memorandum.

  
**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: As stated

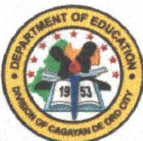
Reference: None

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

COMMUNICATION

DM073-SGOD-PR-BASEN/ 3-day research kumustahan for berf grantees  
December 17, 2025

Diligence  
Outstanding Integrity



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| Doc. Ref. Code |  | Rev  | 00            |
| Effectivity    |  | Page | Page 2 of 121 |



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

**Office of the Schools Division Superintendent**

**Enclosure No. 1 List of Participants**

|                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ASDS: Dr. Audie S. Borres                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                           |
| Chief of SGOD: Dr. Rosalio R. Vitorillo                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                           |
| Chief of CID: Dr. Jean S. Macasero                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                           |
| SEPS – PRU: Beverly Anne E. Nicolasora                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                           |
| PRU Personnel:<br>1. Rodel S. Megollas<br>2. Mark Edward Olango                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                           |
| M&E Unit:<br>Dr. Eleanor Rollan<br>Amor A. Radza                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Secretariat/TWG:</b><br>1. Hash N. Salic<br>2. Nina D. Leyson<br>3. Eden C. Acaylar<br>4. Irish Taboclaon<br>5. Ellen Olasiman<br>6. Rochelle Nala<br>7. Michael Ecoben<br>8. Mar Agot<br>9. Donna Marie Balangiao<br>10. Maridelyn Gumonan                                                                                                                             | 11. Gary Greg Tagra<br>12. Dioneta Bahian<br>13. Genevieve Fuentes<br>14. Christine Dabatian<br>15. Suzy May Fabular<br>16. Farmena Dimaporo<br>17. Alroze Veloz<br>18. Margelina Tabian<br>19. Hazel Rose Macababat<br>20. Lorynel Majaducon                                                                                                                             |
| <b>BERF Grantess:</b><br>1. Joan P. Andilab<br>2. Jeany Rose A. Lariba<br>3. Ellen Mae D. Olasiman<br>4. Grace M. Arpay<br>5. Bernadette Fordenita S. Cadiz<br>6. Aimeah Hadjihabir<br>7. Imelda Codilla<br>8. Nancy Cairel<br>9. Syville Nino U. Dumanon<br>10. Anna Kristine Tagulao<br>11. Mae Clair Inciong<br>12. Olga Gala T. Barraquias<br>13. Michael A. Maestrado | 14. Marianne P. Melencion<br>15. Roy C. Daleon<br>16. Nhyrejen G. De La Cerna<br>17. Leoncia R. Sumicad<br>18. Michelle S. Jaranilla<br>19. Ryan C. Tura<br>20. Macapangcat U. Mama Jr.<br>21. Genalyn K. Valmoria<br>22. Flora Mae B. Reyes<br>23. Jocelyn C. Palabon<br>24. Maribeth T. Auman<br>25. Ma. Amelia O. Waga<br>26. Norma B. Delima<br>27. Darlene D. Daliva |



Republic of the Philippines  
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**Enclosure No. 2 Training Matrix**

**Day 1: Research Sharing and Situational Analysis**

| Time             | Session/Activity                             | Objective                                       | Strategy/Method                           |
|------------------|----------------------------------------------|-------------------------------------------------|-------------------------------------------|
| 8:00 – 8:30 AM   | Registration                                 | Ensure attendance and distribution of materials | Registration and kit distribution         |
| 8:30 – 9:00 AM   | Opening Program & Orientation                | Orient participants on objectives and flow      | Welcome remarks, overview presentation    |
| 9:00 – 10:30 AM  | Research Progress Sharing                    | Share current status of BERF projects           | Short presentations, moderated discussion |
| 10:30 – 10:45 AM | Health Break                                 |                                                 |                                           |
| 10:45 – 12:00 NN | Common Challenges in Research Implementation | Identify recurring issues                       | Plenary discussion, clustering            |
| 12:00 – 1:00 PM  | Lunch Break                                  |                                                 |                                           |
| 1:00 – 2:30 PM   | Peer Learning: Good Practices                | Highlight successful strategies                 | Small-group sharing                       |
| 2:30 – 3:30 PM   | Technical Clarifications (BERF Guidelines)   | Clarify compliance and reporting requirements   | Open forum, expert inputs                 |
| 3:30 – 4:00 PM   | Reflection & Synthesis                       | Consolidate learnings                           | Guided reflection                         |

**Day 2: Technical Assistance and Research Enhancement**

| Time             | Session/Activity                 | Objective                            | Strategy/Method               |
|------------------|----------------------------------|--------------------------------------|-------------------------------|
| 8:00 – 8:30 AM   | Recap & Energizer                | Review Day 1 insights                | Interactive recap             |
| 8:30 – 10:30 AM  | Data Analysis and Interpretation | Improve handling of research data    | Workshop, guided analysis     |
| 10:30 – 10:45 AM | Health Break                     |                                      |                               |
| 10:45 – 12:00 NN | Research Writing Clinic          | Strengthen manuscript sections       | Guided writing session        |
| 12:00 – 1:00 PM  | Lunch Break                      |                                      |                               |
| 1:00 – 2:30 PM   | One-on-One / Group Coaching      | Address individual research concerns | Mentoring and coaching        |
| 2:30 – 3:30 PM   | Peer Review Session              | Validate improvements                | Peer feedback using checklist |
| 3:30 – 4:00 PM   | Reflection & Wrap-Up             | Summarize Day 2 learning             | Plenary discussion            |

**Day 3: Action Planning, Completion, and Dissemination**

| Time             | Session/Activity                       | Objective                              | Strategy/Method             |
|------------------|----------------------------------------|----------------------------------------|-----------------------------|
| 8:00 – 8:30 AM   | Recap & Energizer                      | Prepare participants for final outputs | Interactive recap           |
| 8:30 – 10:00 AM  | Completing BERF Research Outputs       | Guide participants toward completion   | Workshop, milestone mapping |
| 10:00 – 10:15 AM | Health Break                           |                                        |                             |
| 10:15 – 12:00 NN | Research Utilization and Dissemination | Promote use of research findings       | Lecture-discussion, sharing |
| 12:00 – 1:00 PM  | Lunch Break                            |                                        |                             |
| 1:00 – 2:30 PM   | Presentation of Action Plans           | Present next steps                     | Group presentation          |
| 2:30 – 3:30 PM   | Open Forum & Commitment Setting        | Strengthen accountability              | Open forum                  |
| 3:30 – 4:00 PM   | Closing Program                        | Formally conclude the activity         | Awarding of certificates    |