



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF TACLOBAN CITY

January 13, 2025

SPECIAL ORDER

No. 030 s. 2025

COMPOSITION OF SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC)

To: **ALL HEREIN CONCERNED PERSONNEL**
This Division

1. The Schools Division Research Committee (SDRC) is a crucial body within the Department of Education (DepEd) responsible for overseeing and promoting research initiatives at the division level. The SDRC plays a vital role in the implementation of the DepEd's Research Management Guidelines (RMG), outlined in DepEd Order (DO) No. 16, s. 2017. The SDRC's role is pivotal in ensuring that research is effectively integrated into the educational landscape of the division, contributing to evidence-based decision-making and continuous improvement in the quality of education. The SDRC's efforts are essential in promoting a culture of research and inquiry within the Department of Education, ultimately leading to better outcomes for students and the entire education system.
2. At the governance level of this Division, a **SCHOOLS DIVISION RESEARCH COMMITTEE (SDRC)** will be established to assume the responsibilities of research management.

Chairperson, SDRC	DR. HENRIETTA T. MANAGBANAG, CESO VI <i>Assistant Schools Division Superintendent</i>
Co-Chair, SDRC	DR. MELANI D. ESCOBARTE <i>Chief, SGOD</i> MR. MARK CHESTER ANTHONY G. TAMAYO <i>Chief, CID</i>
Committee Member, Focal Person	DR. JADE B. CALLEJA <i>SEPS, Planning & Research Section</i> <i>Division Research/Innovation Coordinator</i>
Other Committee Members On Call/Upon Invitation depending on the research	EDUCATION PROGRAM SPECIALISTS PUBLIC SCHOOLS DISTRICT SUPERVISORS SENIOR EDUCATION PROGRAM SPECIALISTS EDUCATION PROGRAM FOCAL PERSONS SECTION/UNIT HEADS

<p>Technical Research Support, Division Research Experts</p>	<p>ANGELO ALCARAZ – Planning & Research Office NILO EDER – PSDS/DLC 9 MARLON CAINONG – Lucio Vivero Elementary School DANILO MACAPUGAS JR. – Leyte NHS EMMANUEL FIRMO JR. – Scandinavian NHS GALICANO JAY FABI – Leyte NHS ARLENE V. GILLO – Northern Tacloban City NHS LEMUEL LEONIL POCULAN – San Jose NHS LORENA CAPACIO – Tacloban National Agri. School ROMEO BULILIS – V&G NHS REYNALDO PAGAYANAN – Nulatula Elementary School NOAH JUSTINE SAYSON – Tacloban City NHS ROY MALDECINO – Sto. Nino Elementary School ROWENA ESPERA – Marasbaras Elementary School ELIOSA ACEDILLO – Cabalawan Elementary School ROWENA GANTON – San Jose NHS RYAN JOSEPH SALANO – Leyte NHS JESSON CARMEN – Leyte NHS WAYNE DAVID PADULLO – Leyte NHS LANI SABALBERINO – Leyte NHS MANIT DAPADAP – Tacloban National Agri. School</p>
<p>Administrative Support/Secretariat</p>	<p>ANTONIO DY JR ALVIN ESPERAS</p>

3. The Schools Division Research Committee (SDRC) will have the following roles and responsibilities:
 - a. Provide direction on research initiatives through the national and local Basic Education Research Agenda, and other identified priority research areas in the Division;
 - b. Evaluate and approve research proposals and other related research initiatives from the school and the community learning center (CLC) to be funded under BERF or by other fund sources;
 - c. Facilitate the evaluation and approval of research (proposal and completed);
 - d. Prepare and submit reports to the Regional Research Committee (RRC) on all research initiatives and activities conducted in the division;
 - e. Resolve emerging issues on the management and conduct of research;
 - f. Committee members must designate alternates to represent them during the SDRC meeting/activities in case of unavailability;
 - g. Others.

4. The Technical Research Support/ Division Research Experts will deliver the following:
 - a. Organize, coordinate and document meetings of the Committee;
 - b. Conduct initial screening of submitted proposals for compliance with submission guidelines;
 - c. Aid SDRC members in recommending proposals for approval as per criteria and scoring;
 - d. Liaise with academic and research institutions government agencies and other DepEd offices in the conduct of the research;
 - e. Provide technical assistance to researchers on the conduct of their studies;
 - f. Conduct periodic monitoring on research initiatives in schools and community learning centers (CLCs) within the Division;

- g. Prepare periodic report on accomplishments relation to division research initiatives;
 - h. Prepare complete staff work in support of the Committee's functions as needed;
 - i. Others.
5. The designation of SDRC is in addition to the respective regular duties/functions without additional compensation and will be in force and effect until sooner revoked by this office.
6. Any previous Memoranda/Special Order, which are inconsistent hereof are deemed revoked, rescinded or modified accordingly.
7. For information and compliance.

Sherlita A. Palma
SHERLITA A. PALMA EdD, CESO VI
OIC- Schools Division Superintendent

Enclosure: None
Reference: None

