



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

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March 06, 2025

**DIVISION MEMORANDUM**

No. 212 s. 2025

**REITERATION AND ADHERENCE TO  
DEPED ORDER NO. 016, S. 2017 AND  
REGIONAL MEMORANDUM #1319 S. 2024  
(RESEARCH MANAGEMENT GUIDELINES AND  
INNOVATION MANAGEMENT GUIDELINES)**

TO : Assistant Schools Division Superintendent  
Chiefs, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
SDO-Section/Unit Heads  
Public and Private Elementary and Secondary School Heads  
All others concerned

1. This memorandum serves as a reminder and reiteration of the importance of adhering to the following guidelines:
  - a. **DEPED Order No. 016, s. 2017 (Research Management Guidelines):** This order provides the foundational framework for all research conducted within DepEd. It outlines the necessary procedures for proposal submission, ethical review, data management, and dissemination of findings. Strict adherence to these guidelines ensures the validity and reliability of our research outputs. Failure to comply may result in delays, rejection of proposals, and potential disciplinary actions.
  - b. **Regional Memorandum #1319, s. 2024 (Innovation Management Guidelines):** This memorandum complements the research guidelines by providing a structured approach to managing and implementing innovative practices within our region. It emphasizes the importance of clearly defining innovations, assessing their potential impact, and developing comprehensive implementation and evaluation plans. Compliance with this memorandum ensures that our innovative initiatives are aligned with DepEd's strategic goals and contribute meaningfully to enhancing the quality of education.
2. This is to emphasize the crucial role of research and innovation in improving the quality of education. Strict adherence to these guidelines is not merely procedural; it is essential for ensuring the integrity, validity, and ethical conduct of our research and innovation endeavors. Non-compliance may result in delays, rejection of proposals, and potential disciplinary actions.

3. All personnel involved in research or innovation activities are strongly urged to thoroughly review DepEd Order No. 016, s. 2017, and Regional Memorandum #1319, s. 2024 and ensure that all research proposals and innovation initiatives strictly adhere to the guidelines outlined in the aforementioned documents.
4. Any questions or require clarification on any aspect of these guidelines, please do not hesitate to contact *Dr. Jade B. Calleja, SEPS/Division Research and Innovation Coordinator* at the PRS Office for assistance.
5. Immediate dissemination and compliance with this Memorandum are desired.

*Sherlita*  
**SHERLITA A. PALMA EdD, CESO VI**  
N OIC-Schools Division Superintendent *x*

Enclosure : None  
Reference : DepEd Order No. 016, S. 2017; Research Management Guidelines  
Regional Memorandum #1319 s. 2024; Innovation Management Guidelines.

