



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

DIVISION MEMORANDUM
No. **364** s. 2022

4 JULY 2022

**TIMELINE OF EVENTS FOR THE CONDUCT SCHOOL-BASED, DISTRICT AND
DIVISION RESEARCH CONGRESS**

To: **PS District Supervisors/District In-Charge**
All Elementary and Secondary School Heads
All School and District Research Coordinators
All Elementary and Secondary Teachers
This Division

1. In preparation for the Regional Research Conference for Academic Year 2022-2023. This Office through the Planning and Research Unit announces the **Timeline of Events for the Conduct of School-Based, District, and Division Research Congress**.

2. The research activities shall abide with the guidelines stipulated in DepEd Order 16, s. 2017, re: Research Management Guidelines and other appropriate guidelines.

3. Here is the suggested timeline to facilitate a timely and orderly conduct of research activities:

Dates/Month	Research Activity
August to September 2022	School-Based Research Proposal
October 2022	District Research Final Presentation
November 2022	Division Research Presentation per Theme
December 2022-January 2023	Division Research Committee Signing
January 2023-March 2023	Tentative Regional Research Conference

4. Once the research is defended and presented in the school and district levels, they must incorporate all the recommendations and suggestions of the panelists before they will produce another set of copies for the Division Research Congress event. All presenters should seek for the approval or signatures of their respective school and district research committees following the standard format set by the Office.

5. The Planning and Research Unit **WON'T ACCEPT** research that are not presented nor defended in the school, district, and division level. Signing of the final manuscript (defended, edited, and proofread) will be every December to January of the following year. **NO RESEARCH PAPERS** will be signed outside the given timeline and research papers shall be duly endorsed by the Public Schools District Supervisors/In-Charge and the District Research Coordinator.



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6. Research topics should be aligned to the Department's Vision, Mission and Core Values following the different themes: ***Teaching and Learning, Child Protection, Governance and Human Resource***.
7. For queries and further information please reach out to Mr. Eman A. Lachica, the OIC-Senior Education Program Specialist for Planning and Research through this email address eman.lachica@deped.gov.ph.
8. Immediate and wide dissemination of this Memorandum is hereby directed.


JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent 

Encls.: As stated
To be indicated in the Perpetual Index
under the following subjects:
Research Timeline
JSD/sgod/mma-Planning&Research-Lachica



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