



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

22 Feb 2022

DIVISION MEMORANDUM
No. 089, s. 2022

**TIMELINE AND SUBMISSION OF RESEARCHES FOR THE
2022 DIVISIONAL RESEARCH CONFERENCE**

To: **Asst. Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, Schools Governance & Operations Division
All Section Heads
Education Program Supervisors
Division Research Coordinator
All Public Elementary School Heads
All Public Secondary School Heads
All Others Concerned
This Division**

1. The Department of Education-Division of El Salvador City, through the Schools Division Research Committee (SDRC), announces the timeline and submission of researches for the 2022 Divisional Research Conference.
2. For basic/action research, it is reiterated that a maximum of three (3) proponents for group research is allowed, unless C.I (*Continuous Improvement*) Project is applied. In submitting the paper, please specify the following (for group research):
 - a. 1 Lead Proponent/Team Leader
 - b. Maximum of two (2) members
3. Further, researchers shall have the following components:
 - a. Rationale
 - b. Research Questions
 - c. Related Literature





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- d. Research Methods
- e. Discussion of Results
- f. Conclusion and Recommendation
- g. Advocacy/Work Plan & Utilization
- h. References (APA, 7th Edition)

4. Please take note of the following timeline and dates for submission:

Date	Activity
March 4, 2022	Submission of completed paper to DO with attachments and School Head's endorsement (only 1 per category/theme)
March 7-11	Level 1 Validation by EPS/TAP and other Focal Persons Theme 1: ALL EPS/TAP (assigned learning area): Chaired by Chief Ninian A. Alcasid, PhD Theme 2: Child Protection Coordinator Theme 3: Human Resource Development Section (HRDs) Theme 4: Schools Governance Operations Division; Chaired by Chief Rolly B. Labis, EdD
March 14-16	Approval of shortlisted papers for presentation by the SDRC Chaired by: ASDS Dionesio L. Liwagon, JR. CESE
March 17-18	Submission of Manuscript to panelists for initial review
March 24-25	2022 Divisional Research Conference (venue will be announced in a separate memorandum)

5. Expenses relative to the conduct of this activity shall be charged against the Special Education Fund (SEF)- Learning and Development and the HRTD-GAA.





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6. Further, this research conference adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.

7. For dissemination, guidance and strict compliance.

OLGA C. ALONSABE, PhD, CESE
Schools Division Superintendent

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

SGOD/KRAS/hrd

RESEARCH

2022 Research Conference

