



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

To : Assistant Schools Division Superintendent
Chief Education Program Supervisors (CID & SGOD)
Public Schools District Supervisors / District In – Charge
Members, Division Research Technical Working Group
All Others Concerned

From : **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent
07-2026-478

Date : 15 July 2026

Subject: **EVALUATION OF COMPLETED BASIC AND ACTION RESEARCHES
FOR JOURNAL PUBLICATION**



1. In support to the implementation of **DepEd Order Number 16, s. 2017** known as **Research Management Guidelines**, the Schools Division Research Committee (SDRC) informs the **Division Research Technical Working Group Members** and the invited **External Learning Facilitators and Evaluators** to attend the the conduct of Evaluation of Completed Action and Basic Researches for Journal on **July 22-25, 2026 at Baguio Teachers' Camp, Baguio City**.
2. The objectives of the said activity are:
 - a. apply *Educares Journal* evaluation criteria to assess the methodological rigor, ethical compliance, and relevance of at least three completed action or basic research manuscripts.
 - b. transform completed action and basic researches in AIMRADC format ready for journal publication; and,
 - c. finalize the *Educares Newslet* disseminating abstracts of researches and research management activities.
3. School Heads and Teacher-in-Charge participants are requested to assign their officer in-charge of their respective schools and instructional plan duly approved by the PSDS/DICs. Refer to *Enclosure 1* for the list of participants for said activity.
4. Travel expenses of the participants will be charged Division MOOE-GASS, while meals and snacks including honorarium of the external facilitator/evaluators will be charged to the PSEF – Educational Research managed by the Planning and Research Section, subject to the usual accounting and auditing rules and regulations.
5. The DRTWG members and external evaluators are requested to bring their laptop for the said activity.
6. For information, guidance and compliance.

Inclosure: As stated
Reference: D.O No 16, s. 2017
To be indicated in the perpetual index under the following subjects:
Research Management Guideline



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Enclosure 1 of UNNUMBERED MEMORANDUM Dated July 15, 2026

DIVISION RESEARCH TECHNICAL WORKING GROUP (DRTWG) MEMBERS

Name	School/Office	Position/Designation
1. Rommel S. de Gracia	SDO – SGOD PAR	SEPS, DRTWG Member
2. Jayson D. Velasco DIT	Dupax del Sur NHS	HT III, DRTWG Member
3. Mark Anthony I. Gano PhD	Pinayag NHS	HT III, DRTWG Member
4. David Dela Cueva	Nangalisan ES	MT I, DRTWG Member
5. Atty. Aruel F. Delim Jr	Santa Fe NHS	TIII, DRTWG Member
6. Clydinne A. Ballon	SDO-SGOD-PAR	Technical Support
7. Edison A. Lopez	Bonfal NHS	DRTWG Member
8. Kevin P. Aquino	Belance NHS	DRTWG Member - ALS
9. Hazel G. Diaz PhD	CLSU	Associate Professor
10. Melanie G. Gurat PhD	SMU	Professor
11. Marianne C. Eugenio PhD	NVSU	Associate Professor
12. Albert A. Garcia	NVSU	Assistant Professor
13. Nick I. Rojas	NVSU	Instructor
14. Dolores A. Santos	Bonfal NHS	Master Teacher, DRTWG
15. Mylene O. Castro PhD	Narurun ES	DRTWG Member



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