



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF TABUK CITY

**RELEASED**  
AUG. 08, 2023  
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Office of the Schools Division Superintendent

7 August 2023

**DIVISION MEMORANDUM**

No. 295, s. 2023

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads and Teachers  
Non-teaching personnel  
All others Concerned

**2<sup>nd</sup> CALL FOR SUBMISSION OF RESEARCH PROPOSALS FOR FUNDING  
UNDER THE BASIC EDUCATION RESEARCH FUND (BERF)**

1. The Schools Division Research Committee (SDRC) continues its endeavor to promote the culture of research in our Schools Division. As such, in reference to RM 421-2023, to assist our researchers, have an access and maximize the support mechanisms provided by our Department thru the Basic Education Research Fund, the SDRC calls for the online submission of research proposals from all governance levels for evaluation by the committee for possible funding under BERF FY 2023. Along this line, it is expected that all submitted proposals have undergone screening and review at the school/district level (whichever is applicable).

2. Henceforth, all research proposals from the schools, districts, and the division office to be submitted online for initial review by the SDRC should include a scanned copy of the following required attachments which could all be downloaded from the e-TABUK in Research shared folder via this link <https://www.tinyurl.com/eTABUKsharedfolder>:

- a. Evaluation checklist signed by the School Research Coordinator and the chairman of the school research committee
- b. Application form and endorsement of immediate supervisor
- c. Anti-plagiarism and absence of conflict of interest declarations

3. To facilitate review, researchers are to submit their proposals in *MS Word* thru email at [planningandresearch.dotabuk@gmail.com](mailto:planningandresearch.dotabuk@gmail.com) on or before **August 27, 2023**.



Address: Purok 2, Bulanao Norte, Tabuk City, Kalinga  
Email: [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
Website: <https://www.depedtabukcity.com>



4. The target implementation of the proposals shall be at least **October 2023** onwards to give ample time for evaluation and approval of the Regional Research Committee (RRC). In this connection, all qualified proposals in the division level will be endorsed to the RRC for review and approval thru the PPRD.

5. Immediate and wide dissemination of this Memorandum is desired.

**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent

FOR THE AUTHORITY OF THE SCHOOLS DIVISION SUPERINTENDENT

SGOD/P&R/dbb/ CallforPapersforBERFSY20232024  
07August2023

*Jan Howel A. Pasa*  
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DIC-ACDS



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