



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



Office of the Schools Division Superintendent

2 January 2024

DIVISION MEMORANDUM

No. 14, s. 2024

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

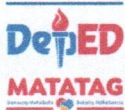
**1st CALL FOR SUBMISSION OF RESEARCH PROPOSALS FOR FUNDING
UNDER THE BASIC EDUCATION RESEARCH FUND (BERF)**

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 003-2024, to assist our researchers, have an access and maximize the support mechanisms provided for 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 2024. Along this line, it is expected that all submitted proposals have undergone screening and review at the school/ district level (whichever is applicable) following the required forms and styles.

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 for Basic/ Action Research Proposal 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 on or before **February 2, 2024**.



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Email: tabuk.city@deped.gov.ph


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DepEd Tayo Tabuk City



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4. The target implementation of the proposals shall be at least **April 2024** 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 


SGOD/P&R/dbb/ CallforPapersforBERFSY20232024
02.January2024



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