



Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office No. VIII (Eastern Visayas)
SCHOOLS DIVISION OF CATBALOGAN CITY
Catbalogan City



November 23, 2018



DIVISION MEMORANDUM

No. 470, s. 2018

**TO: CHIEF EDUCATION SUPERVISORS
EDUCATION PROGRAM SUPERVISORS
PUBLIC SCHOOL DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
All others concerned**

FROM: CARMELINO P. BERNADAS, Ph.D., CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:


FRANCIS ANGELO S. GELERA
Assistant Schools Division Superintendent 

**SUBJECT: CAPABILITY BUILDING PROGRAM FOR THE SCHOOL HEADS AND SUPERVISORS ON
THE CONDUCT OF RESEARCH**

1. This Office, through the Planning and Research Unit, shall conduct the Capability Building Program for the School Heads and Supervisors on the Conduct of Research on December 10-11, 2018 at the venue to be announced in a later memorandum.
2. This activity aims to inculcate among the participants the:
 - a. Better understanding on the essence, mechanics and protocol in conducting school-based action research;
 - b. Mental grasp on the why and how in crafting school-based action research;
 - c. Come up with the approved titles of action research for study;
 - d. Come-up with the work plan on the conduct of school/district action research; and
 - e. Present research proposal/on-going research study/completed research paper for evaluation.
3. The participants to this activity are the 45 School Heads, 11 Education Program Supervisors, and the 10 Public Schools District Supervisors, who are required to bring their research proposals, and on-going research studies for utilization, presentation and evaluation during the training.
4. No Registration Fee shall be collected from the participants. Expenses incurred relative to the conduct of this activity shall be charged to HRTD fund subject to the usual accounting rules and regulations.
5. Immediate dissemination and compliance with this Memorandum is desired.

