



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

22 July 2026

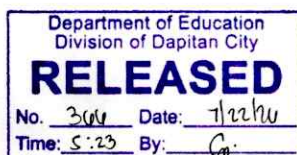
DIVISION MEMORANDUM

No. 364, s. 2026

DESIGNATION OF DISTRICT RESEARCH COORDINATORS

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID, and SGOD
Public Schools District Supervisors
Public Elementary, Integrated, and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 16, s. 2017, otherwise known as the Research Management Guidelines, as amended by DepEd Order No. 26, s. 2021, and in support of the Basic Education Research Agenda, this Office hereby strengthens the coordination and implementation of research programs, including the Basic Education Research Fund (BERF), through the designation of District Research Coordinator.
2. Attached is the list of teachers designated as District Research Coordinators (Enclosure 1) for their respective districts. They shall assist the SDRC and SGOD in coordinating research programs and activities under the supervision of the Chief Education Supervisor, SGOD, and the technical guidance of the Education Program Specialist II for HRD.
3. District Research Coordinators shall be qualified DepEd personnel with E-Saliksik training, research experience, or BERF grant experience. They shall assist schools in coordination with the PSDS and school heads without affecting to their regular duties.
4. The designated District Research Coordinator shall perform the following functions and responsibilities:
 - a. Disseminate official BERF and division research policies, schedules, templates, and requirements;
 - b. Assist personnel in identifying research problems, preparing proposals, and reviewing submissions using authorized tools; and
 - c. Monitor research projects, maintain district records, and coordinate technical assistance, mentoring, capability-building, submission, and dissemination with the EPS II for HRD and the SDRC.
5. Immediate dissemination of and strict compliance with this Memorandum are hereby directed. This Memorandum shall take effect upon issuance and remain valid until revoked, modified, or superseded.



JAY S. MONTEALTO, CESO V
Schools Division Superintendent



Sunset Boulevard, Dawo, 7101 Dapitan City
0912-617-7243
www.depeddapitancity.net
dapitancity@deped.gov.ph
fb.com/DepEdDapitanCity

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Enclosure No. 1 to Division Memorandum No. _____, s. 2026

LIST OF DESIGNATED DISTRICT RESEARCH COORDINATORS

No.	District	Level	Name of Designee	Position	Official Station
1	Dapitan Central	Elementary	Julro E. Gahisan	Teacher VI	Dapitan Central School
1	Dapitan Central	Secondary	Louie Jalapadan (SHS)	MT-I	Dapitan City National High School
2	Dapitan Central	Secondary	Sherrie Mae J. Fernandez (JHS)	Teacher VI	Dapitan City National High School
3	Baylimango	Elementary	Janet Cadano	Principal I	Tag-ulo Elementary School
4	Baylimango	Secondary	Kim Bureros	Teacher III	Taguilon National High School
5	Barcelona	Elementary	Ma. Katrina Jean T. Cadano	MT-II	Barcelona Central School
6	Barcelona	Secondary	Jessica Abellon	Head Teacher II	Barcelona National High School
7	Sulangon	Elementary	Jellga E. Gahisan	Teacher III	Sulangon Central School
8	Sulangon	Secondary	Stephanie A. Dajuela	Teacher III	Sulangon National High School
9	Potungan	Elementary	Sharon D. Acaylar	MT-II	Potungan Elementary School
10	Potungan	Elementary	Prince Gareil Revil	Teacher III	Potungan Elementary School
11	Potungan	Secondary	Aloha R. Lear	School Principal I	Potungan Elementary School