



Republic of the Philippines  
**Department of Education**  
CARAGA REGION  
**SCHOOLS DIVISION OF SIARGAO**



**Office of the Schools Division Superintendent**

July 7, 2025

DIVISION MEMORANDUM

No. \_\_\_\_ s. 2025

07-201

**PARTICIPATION TO CONDUCT OF REFRESHER COURSE: STRENGTHENING  
FOUNDATION IN BASIC RESEARCH FOR DRRM DIVISION COORDINATORS AND  
SCHOOL DRRM RESEARCHERS**

To: Assistant Schools Division Superintendent  
CID Chief  
SGOD Chief  
This Division

1. Pursuant to the Regional Memorandum No. 0649, s. 2025, the Department of Education Regional Office will conduct the Refresher Course: Strengthening Foundation in Basic Research for DRRM Division Coordinators and School DRRM Researchers on July 16-18, 2025, at Balanghai Hotel and Convention Center, Butuan City. *(please see attached copy of memo in Enclosure 1 for further details)*

2. The expected participants to this training are as follows:

No.	Name	Position	Office/Station
1	Harem L. Taruc	SGOD Chief	SGOD
2	Catherine B. Landao	EPSp II/Division DRR Coor	SGOD
3	Kathleen T. Jornales	PSDS	CID
4	Rol Jassem Estoque	PDO II	San Benito District
5	Lady Eliza Madroñal	AO II	GLNHS
6	Philip Steve Ramirez	AO II	N. Sering ES and Lanit-ag ES
7	Aurifen Pobe- Cordero	AO II	Buhing Calipay ES and Pelaez ES
8	Nathaniel Congreso	AO II	SNSHS

3. Expenses incurred to the participation of this activity such as travelling and other incidental expenses shall be charged to DPRP/local funds/school MOOE, subject to usual accounting and auditing rules and regulations.
4. Immediate dissemination of this memorandum is desired.

**MANUEL O. CABERTE**

Assistant Schools Division Superintendent  
Officer-In-Charge

Office of the Schools Division Superintendent

Reference: RM 0649, s. 2025

Encl: List of Participants

To be indicated in the PERPETUAL INDEX under the following subjects:

**TRAINING**  
cbl/07/7/2025

**PROGRAM**

**WORKSHOP**

**RESEARCH**



Brgy. Osmena, Dapa, Surigao del Norte, 8417  
Contact No.: 09190040217



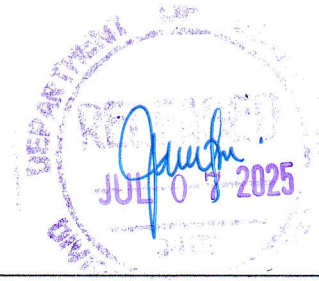
siargao@deped.gov.ph



DepEd Siargao



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**SCHOOLS DIVISION OF SIARGAO**



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CARAGA REGION

REGIONAL MEMORANDUM  
No. \_\_\_\_\_, s. 2025

To: Schools Division Superintendents  
School Governance & Operations Division Chiefs  
All Others Concerned



**CONDUCT OF REFRESHER COURSE: STRENGTHENING FOUNDATIONS IN BASIC  
RESEARCH FOR DRRM DIVISION COORDINATORS AND SCHOOL DRRM  
RESEARCHERS**

1. The Department of Education – Caraga Region, through the Education Support Services Division (ESSD), will conduct a refresher course titled **Refresher Course: Strengthening Foundations in Basic Research for DRRM Division Coordinators and School DRRM Researchers**. This activity is scheduled for **July 16–18, 2025**, at the **Balanghai Hotel and Convention Center, Butuan City**.
2. The participants of this activity include Division DRRM Coordinators, School DRRM Coordinators, SGOD Chiefs, Public School District Supervisors, and other non-teaching personnel with a solid background or active involvement in research. Each Schools Division Office of DepEd Caraga is expected to deploy **eight (8) qualified DepEd personnel** to take part in the activity. If an identified participant cannot attend, a suitable replacement may be designated.
3. This refresher course is vital in equipping education professionals—particularly those within the Department of Education who are directly or indirectly involved in school disaster preparedness and response—with the necessary updated knowledge and skills. As natural disasters become increasingly frequent and complex due to the effects of climate change, it is imperative for DepEd personnel and stakeholders to stay informed about the latest research methodologies, tools, and strategies in DRRM to ensure evidence-based planning, policy formulation, and effective implementation of school safety initiatives.
4. The refresher course will cover four major topics, each delivered by expert resource speakers:
  - a. *Introduction to Research*
  - b. *Research Design*
  - c. *Review of Related Literature*
  - d. *Research Ethics*
5. Before the activity, participants must secure their duly approved and signed Travel Authorities and upload them to the designated folder for their Schools Division Office at <https://bit.ly/TravelAuthorities>.
6. Participation is subject to fund availability and compliance with existing accounting and auditing rules and regulations.



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

7. For any inquiries, contact Mr. Christian Jay A. Pulido, Administrative Support II for DRRM, at 0912-700-3102 or via email at christianjay.pulido@deped.gov.ph. You may also reach out to Ms. Leah Ellen V. Yaoyao, Technical Assistant I for SMHP through mobile number 0954-394-0384 or email at leahellen.yaoyao@deped.gov.ph.
8. Kindly refer to the attached document for the detailed program matrix of the activity.
9. Immediate dissemination of this memorandum is desired.

  
**MARIA INES C. ASUNCION**  
Director IV  
Regional Director 

Encl.: Program Matrix  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

RESEARCH OR STUDIES

SCIENCE EDUCATION

SEMINARS

ESSD/lvy  
06/20/2025





Republic of the Philippines  
Department of Education  
CARAGA REGION

Program Matrix

Date/Time	Activity/Responsible Person
<b>Day 1</b> <b>July 16, 2025</b>	
10:00 a.m. – 12:00 nn.	Arrival and Registration of Participants
1:00 p.m. - 1:15 p.m.	Preliminaries
1:15 p.m. – 1:25 p.m.	Welcome Remarks <b>Megnon P. Beldad</b> <i>PDO II</i>
1:25 p.m. – 1:30 p.m.	Acknowledgment of Participants and Inspirational Message <b>Edmund D. Mendoza, PhD</b> <i>ESSD Chief</i>
1:30 p.m. – 5:00 p.m.	Topic 1: Introduction to Research <b>Dr. Uni Grace P. Porras</b> Campus Registrar <i>Philippine Normal University-Mindanao Campus</i> <ul style="list-style-type: none"><li>- Open Forum</li><li>- Photo Op with the 1<sup>st</sup> Speaker</li></ul>
5:00 p.m. – 7:00 p.m.	<b>Dinner</b>
<b>Day 2</b> <b>July 17, 2025</b>	

**July 17, 2025**

7:00 a.m. – 8:00 a.m.

Breakfast

5:00 p.m. Onwards

**Day 3**  
**July 18, 2025**

7:00 a.m. – 8:00 a.m.

Breakfast



Address: J.P. Rosales Avenue, Butuan City  
Trunkline No: (085) 225-1151  
Telefax No: (085) 342-5959  
Email: caraga@deped.gov.ph  
Website: caraga.deped.gov.ph



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<b>Day 2</b> <b>July 17, 2025</b>	
7:00 a.m. – 8:00 a.m.	<b>Breakfast</b>
8:30 a.m. – 11:30 a.m.	Topic 2: Research Design <b>Dr. Elvira V. Chua</b> Director for Research, Extension, Quality Assurance, and Development <i>Philippine Normal University-Mindanao Campus</i> - Open Forum - Photo Op with the 2 <sup>nd</sup> Speaker
11:30 a.m. – 12:30 p.m.	<b>Lunch</b>
1:00 p.m. – 4:30 p.m.	Topic 3: Review of Related Literature Research Ethics <b>Dr. Kenneth Ian Barrera</b> Head of Research and Instructional Innovation Department - <i>Saint Michael College of Caraga (SMCC), Inc.</i> - Open Forum
5:00 p.m. Onwards	<b>Dinner</b>
<b>Day 3</b> <b>July 18, 2025</b>	
7:00 a.m. – 8:00 a.m.	<b>Breakfast</b>



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8:30 a.m. – 11:00 a.m.	<b>[Continuation]</b> Topic 4: Research Ethics <b>Dr. Kenneth Ian Barrera</b> Head of Research and Instructional Innovation Department <ul style="list-style-type: none"><li>- Saint Michael College of Caraga (SMCC), Inc.</li><li>- Photo Op with the 3rd Speaker</li><li>- Wrap up</li></ul>
	<b>Lunch</b>
11:30 a.m. – 12:00 nn	
12:00 nn Onwards	<b>-End-</b>