



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

March 21, 2024

REGION MEMORANDUM  
PPRD-2024-020

**GUIDELINES ON FY 2024 BERF IMPLEMENTERS EXCELLENCE (BIEx) AWARD**

To: Schools Division Superintendents

1. This has reference to the agreement firmed-up by Policy, Planning and Research Division (PPRD) during the “**Conduct of Comprehensive Technical Assistance (TA) Program for 2024 Basic Education Research Fund (BERF) Recipients**” on **March 20-21, 2024 at NEAP RO XII, General Santos City**, which generally aims to capacitate all FY 2024 BERF recipients for them to efficiently and effectively undertake their research studies within the reasonable timeline.
2. After thorough deliberation with the participants on the common barriers and bottlenecks affecting efficient and effective BERF research project implementation, the PPRD is hereby instituting the “**FY 2024 BERF Implementers Excellence (BIEx) Award**” as a continuous improvement mechanism of the research management process.
3. Generally, this **FY 2024 BIEx Award** aims to instill accountability among FY 2024 BERF recipients to undertake their research study efficiently and effectively within the reasonable timeline vis-à-vis compliant to DepEd Order 16, s. 20217: Research Management Guidelines. See attached Enclosure 1: Guidelines for FY 2024 BIEx Award for reference.
4. For inquiries and clarifications, Dr. Glenn A. Bisnar, CES may be reached through [glenn.bisnar@deped.gov.ph](mailto:glenn.bisnar@deped.gov.ph).
5. For information and wide dissemination.

  
**CARLITO D. ROCAFORT**  
Director IV

Enclosures: As stated

Reference: DO 16, s. 2017; PPRD RM-2024-17

Allotment: None

To be indicated in the Perpetual Index under the following subjects:

AWARD

GUIDELINES

RESEARCH

GAB/PPRD/RM - GUIDELINES ON FY 2024 BERF IMPLEMENTERS EXCELLENCE (BIEx) AWARD/020/March 21, 2024



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*Enclosure 1 to Region Memorandum PPRD-2024-020:*

**Guidelines for FY 2024 BERF Implementers Excellence (BIEx) Award**

**I. Rationale**

This has reference to PPRD's Quality Management System (QMS) Operations Manual version dated December 18, 2023 particularly on "Research Management Process" for the operationalization of DO No. 16, s. 2017 otherwise known as the Research Management Guidelines.

As part of its continuous improvement (CI) mechanisms to address identified barriers and bottlenecks, PPRD has been initiating interventions that would help expedite BERF implementation in DepEd SOCCSKSARGEN. One of these innovative continuous CI mechanisms that PPRD is hereby instituting is **"FY 2024 BERF Implementers Excellence (BIEx) Award."**

Basically, this CI mechanism is anchored on the following educational theories:

- According to Maslow (1943-1954), human needs were arranged in the form of a hierarchy, with physiological (survival) needs at the bottom, and the more creative and intellectually oriented 'self-actualization' needs at the top.
- Incentive Theory proposes that it is the desire to gain rewards and avoid punishments that causes our behavior; it is rooted in the work of behavioral psychologist B. F. Skinner's operant conditioning theory which upholds that reinforcement increases behavior while punishment decreases it, as cited by Kuratomi K. et. al. (2023).
- McClelland's theory of needs, also known as the theory of the three needs, proposed by the psychologist David McClelland, is a motivational model that tries to explain how the needs for achievement, power and affiliation affect the actions of people from a managerial context.

Apparently, this award mechanism upholds these theories for they highlight the importance of recognition and rewards as essential human needs to perform better and take high accountability to realize major deliverables geared towards effective research management in DepEd SOCCSKSARGEN. Hence, it is on this context that the PPRD's BIEx Award is rooted as an enabling intervention to propel FY BERF 2024 recipients' motivation to complete their research undertaking within the timeline and expedite their deliverables judiciously.



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## II. Goal and Objectives

To fully implement this guideline, the following are its goal and objectives:

- A. Goal:** Generally, this **FY 2024 BIE Award** aims to instill accountability among FY 2024 BERF recipients to undertake their research study efficiently and effectively within the reasonable timeline vis-à-vis compliant to DepEd Order 16, s. 20217: Research Management Guidelines.
- B. Objectives:** Specifically, this guideline aims:
- To set significant timeline as basis of the specific Award for Individual Category.
  - To provide specific indicators as basis in determining Award for Individual Category.
  - To provide specific steps as basis in determining Award for Group Category.

## III. Significant Timeline of BIE Award

To specifically set indicative timeline in the full operationalization of this guideline, the following provisions are hereby set:

- The six-month period of FY 2024 BERF will commence on February 20, 2024, which was the date of the conduct of “Online Orientation” to all recipients and eventually it shall end on August 20, 2024. Only those who are compliant with this required timeline shall receive the “Platinum Award.”
- The periods thereafter, which will serve as basis in determining the possible foregoing awards shall enforce the following dates:
  - 7<sup>th</sup> Month: September 20, 2024
  - 8<sup>th</sup> Month: October 20, 2024
  - 9<sup>th</sup> Month: November 20, 2024

## IV. Awarding Categories

The **FY 2024 BIE Award** shall have two categories: Individual Category and the Division Level Category. Basically, the potential awardees for Individual Category are the FY 2024 BERF recipients; while in the Division Level Category, the awardees are the SDO and the SEPS for Planning & Research/Division Research Coordinators, who are managing the BERF.

To provide clear guidelines for both categories, the following provisions are being enforced:

### A. Individual Category (FY 2024 BERF Recipients)

Award Categories	Indicators
Platinum Award	The BERF research project has been completed and hard bound copy has been submitted to PPRD <b>on or before August 20, 2024.</b>



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Golden Award	The BERF research project has been completed and hard bound copy has been submitted to PPRD on the <b>7<sup>th</sup> month</b> or after a month of the <i>required period</i> of completion, which is <b>on or before September 20, 2024</b> .
Silver Award	The BERF research project has been completed and hard bound copy has been submitted to PPRD on the <b>8<sup>th</sup> month</b> or after 2 months of the <i>required period</i> for completion, which is <b>on or before October 20, 2024</b> .
Bronze Award	The BERF research project has been completed and hard bound copy has been submitted to PPRD on the <b>9<sup>th</sup> month</b> or after 3 months of the <i>required period</i> of completion, which is <b>on or before November 20, 2024</b> .
Certificate of Completion	The BERF research project has been completed and hard bound copy has been submitted to PPRD <b>after November 20, 2024 or within the 6 month extension period that ends on February 20, 2025</b> .

**B. Division Level Category (SDO and SEPS for Planning & Research/Division Research Coordinator)**

Only the SDO with 100% submission of hard bound copies of completed FY 2024 BERF research projects shall be qualified. In determining the Group Award Category, the following guidelines shall be enforced:

- Determine the individual points gained by each of the BERF recipient based on the Individual Category Award using the following point system:
  - Platinum Award: 5 points
  - Golden Award: 4 points
  - Silver Award: 3 points
  - Bronze Award: 2 points
  - Certificate of Completion: 1 point
- Determine the point average, by finding out the sum of the total points earned by the SDO based on the accumulated points of all BERF recipients divided by the number of total recipients.
- Based on the calculated point average, determine the Award Category of the SDO using the range indicated below:

<b>Award Categories</b>	<b>Range</b>
Platinum Award	4.50 – 5.00
Golden Award	4.0 – 4.49
Silver Award	3.50 – 3.99
Bronze Award	2.0 – 3.49
Certificate of Completion	1.0 – 1.99

- Based on the results, both the SEPs for Planning and Research/Division Research Coordinator as well as the SDO shall receive the aw



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## V. Monitoring and Evaluation

The Regional Office, through PPRD shall monitor, evaluate, and review the implementation of this policy. Furthermore, it shall gather feedback on the implementation of these guidelines from concerned personnel across different governance levels. Anchored on the principles of decentralization and shared governance, the field offices are empowered in terms of monitoring and evaluating policy implementation and providing technical assistance.

After a year of implementation, these guidelines shall undergo a policy review. Internal and external issues shall be deliberated as inputs for the enhancement of this policy guideline. The expected participants for this policy review shall be the SEPS for Planning and Research/Division Research Coordinators as well as some selected FY 2024 BERF recipients.

## VI. Effectivity

This Regional Memorandum shall take effect immediately upon its approval, issuance, and publication on the regional website. Concerned offices are hereby directed to disseminate this policy guideline to concerned recipients.

## VII. References

DepEd Order 16, s. 2017: Research Management Guidelines.

Jerome, N. (2013). Application of the Maslow's hierarchy of need theory; impacts and implications on organizational culture, human resource and employee's performance. *International Journal of Business and Management Invention*, 2(3), 39-45.

Kuratomi K. et. al. (2023). People underestimate their capability to motivate themselves without performance-based extrinsic incentives. *Motiv Emot.* 2023;47(4):509-523. doi:10.1007/s11031-022-09996-5.

McClelland's Theory of Needs: Achievement, Affiliation, and Power. Retrieved on March 22, 2024 at <https://psychotreat.com>.

PPRD QMS Operations Manual dated December 18, 2023.

Region Memorandum PPRD 2024-017: Conduct of Comprehensive Technical Assistance (TA) Program for 2024 Basic Education Research Fund (BERF) Recipients.