



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

June 10, 2024

REGION MEMORANDUM
PPRD-2024-037

**POLICY GUIDELINES OF INNOVARE 2024: RESEARCH JOURNAL OF POLICY
RESEARCH REVIEWS**

To: Schools Division Superintendents

1. This has reference to Region Memorandum PPRD-2024-034 re **PPRD 2024 Innovation Programs and Projects** issued on June 7, 2024, which is in support to the implementation of DepEd Memorandum DM-OUHROD-2024-0586 re Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards from the office of OIC-Usec for Human Resource and Organizational Development dated March 27, 2024.
2. Hence, in the recalibrated Office Performance Commitment Review Form (OPCRF) FY 2024 of Policy, Planning and Research Division (PPRD) under Part I-B: Innovating and Intervening Accomplishments, it has come up with appropriate objective vis-à-vis the Key Result Area (KRA) on Policy Review & Monitoring, to wit: **“Reproduced PPRD's completed Policy Research Review through Innovare 2024 Research Journal.”**
3. To inform its partners and stakeholders who are the Regional Functional Division Offices, School Division Offices and relevant agencies in the operationalization of this PPRD 2024 Innovation Program particularly the **“Innovare 2024: Research Journal of Policy Research Reviews,”** this policy guideline is hereby disseminated.
4. The following are the objectives being undertaken by this innovation:
 - a. To conduct effective policy research review contributory to the achievement of PPRD office targets and strategic objectives;
 - b. To initiate efficient mechanisms in the conduct of policy research review in terms of timely processing of deliverables and cost efficient in terms of utilization of resources;
 - c. To establish sustainable policy research review systems by complying to the changing needs, standards of the QMS as well as compliance with statutory and regulatory requirements; and
 - d. To reproduce “INNOVARE 2024: Research Journal of Policy Research Reviews” for distribution to education stakeholders.
5. Attached is Enclosure 1: Policy Guideline of Innovare 2024: Research Journal of Policy Research Reviews.
6. For further inquiries, please contact Dr. Glenn A. Bisnar – PPRD Chief through their email addresses at glenn.bisnar@deped.gov.ph or through Ulysses S. Laruya through his email address at ulysses.laruya@deped.gov.ph.



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7. For information and compliance of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosure: As stated

Reference: Region Memorandum PPRD-2024-034; DepEd Memorandum DM-OUHROD-2024-0586

Allotment: None

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

POLICY

GUIDELINES

PROGRAM

GAB/PPRD/RM – PPRD 2024 POLICY GUIDELINES OF INNOVARE 2024: RESEARCH JOURNAL OF POLICY RESEARCH REVIEWS/037/June 10, 2024



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Enclosure to Region Memorandum PPRD-2024-037

**POLICY GUIDELINES OF INNOVARE 2024: RESEARCH JOURNAL OF POLICY
RESEARCH REVIEWS**

I. Innovation Contacts

Name	Position	Roles/ Responsibilities in the Innovation	Email
Ulysses S. Laruya	ADAS I	Proponent	ulysses.laruya@deped.gov.ph
Dr. Glenn A. Bisnar	Chief Education Supervisor	Consultant	glenn.bisnara@deped.gov.ph

II. Innovation Summary

Policy Development is one of the processes of Quality Management System (QMS). In carrying it out, there are two sub-processes, which are lodged at the regional office, to wit: Policy Implementation and Policy Review anchored on “One DepEd, One QMS” strategic direction of DepEd Central Office.

Basically, policy research serves as a formidable vehicle for comprehensively examining policies conceived by governmental and authoritative entities of DepEd. The primary objective of this undertaking is to acquire an in-depth understanding of the multifaceted nuances associated with policy formulation, execution, and assessment. As such, researchers undertake rigorous analysis to gain valuable insights in the implementation of education policies.

Hence, in its quest to further intensify the policy research culture in our region, PPRD has just completed seven policy research agenda:

- **Policy Research Review Agenda 1:** Needs-Based Training Program in the Establishment and Separation of Annex Schools among Administrators of DepEd SOCCSKSARGEN
- **Policy Research Review Agenda 2:** Institutionalization of PMIS in DepEd SOCCSKSARGEN: Level of Implementation, Challenges and Strategic Directions
- **Policy Research Review Agenda 3:** Development of Comprehensive Technical Assistance Program Based on the In-depth Evaluation of 2022 BERF Completed Research
- **Policy Research Review Agenda 4:** SOCCSKSARGEN Last Mile Schools: Problems, Potentialities and Prospects
- **Policy Research Review Agenda 5:** Common Issues, Innovations, and School-Based Interventions of Schools’ LIS Coordinators on Data Management: Basis for the Development of Capability Enhancement Program
- **Policy Research Review Agenda 6:** Integrative Mechanisms of SDOs of SOCCSKSARGEN in Improving Alternative Learning System (ALS) Program



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- **Policy Research Review Agenda 7:** Progress Monitoring and Evaluation of PPRD's SPRING Flagship Program Based on Kirkpatrick's Model Towards Development of an Enhanced Implementation Framework

To consolidate these seven completed policy research reviews and to eventually disseminate it to its stakeholders, PPRD has instituted this **"INNOVARE 2024: Research Journal of Policy Research Reviews."**

Aligned to its QMS process on Policy Development particularly on sub-processes on: Policy implementation and Review, this innovation would systematically organize the completed policy research agenda geared towards fostering the following guiding principles:

- **Effective** policy research review contributory to the achievement of office targets and strategic objectives;
- **Efficient** policy research review in terms of timely processing of deliverables and cost efficient in terms of utilization of resources and efforts; and
- **Sustainable** policy research review in terms of complying the changing needs, standards of the QMS as well as compliance with statutory and regulatory requirements.

A. Purpose of the Innovation

Apparently, this policy review will utilize research as a tool to conduct essential policy research vis-a-vis PPRD's flagship programs and projects embedded in its six-year master plan. As major results of its coaching and mentoring program, the individual output of each PPRD personnel magnifies the essence of culture of collaboration, partnership, and accountability. Consequently, the research output of each agenda elucidates the functionality of the policy being reviewed and thereby formulate research-based framework, intervention mechanism, and future directions as well as major implied recommendations beneficial to policy makers for further enhancement of the policy and strategies on how it can be fully implemented.

The overarching goal of the **INNOVARE 2024: Research Journal of Policy Research Reviews** is to advance knowledge and understanding of factors affecting access, equity, quality, resiliency, and well-being of learners, teachers, school heads, and stakeholders through the dissemination of data-driven pedagogies, research-based child protection interventions, research-enabled learning and development programs, and effective governance mechanisms.



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B. Innovation Major Outputs

This innovation undertaking is basically the compilation, reproduction and dissemination of “**INNOVARE 2024: Research Journal of Policy Research Reviews.**”

Basically, the proponent would like to share the major outputs of the following Policy Research as indicated below:

Policy Research Review Agenda	Policy being Reviewed	Proponents	Major Outputs
Agenda 1: Needs-Based Training Program in the Establishment and Separation of Annex Schools among Administrators of DepEd SOCCSKSARGEN	DepEd Order No. 40, s. 2014: Establishment, Merging, and Naming/ Renaming of Public Schools, and Separation of Public-School Annexes in Basic Education	Shirley G. Saur EPS II	Needs-based training program that would capacitate all administrators of annex and extension schools for the full establishment and separation of their respective learning institution
Agenda 2: Institutionalization of PMIS in DepEd SOCCSKSARGEN: Level of Implementation, Challenges and Strategic Directions	DepEd Order No. 11, s. 2021: Guidelines on the Operationalization of the Program Management information System DepEd Memorandum No. 088, s. 2022: Reiteration of the Strict Compliance and Institutionalization of DepEd Order No. 011, s. 2021	Lovely Z. Ramos AO II	Data-driven strategic directions for the full institutionalization of PMIS both at the division and regional level
Agenda 3: Development of Comprehensive Technical Assistance Program Based on the In-depth Evaluation of 2022 BERF Completed Research	DepEd Order No. 43, s. 2015: Revised Guidelines for the Basic Education Research Fund (BERF) DepEd Order No. 16, s. 2017: Research	Blessy Joie P. Barnuevo EPS II	Comprehensive Technical Assistance Program based on the in-depth evaluation of Basic Education Research Fund (BERF) completed research for SY 2022



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	Management Guidelines		
Agenda 4: SOCCSKSARGEN Last Mile Schools: Problems, Potentialities and Prospects	DepEd Memorandum No. 059, s. 2019: Prioritizing the Development of the Last Mile Schools in 2020-2021: Reaching out and Closing the Gap	Ulysses S. Laruya ADAS I	Intervention mechanisms that will address the internal and external factors affecting the continuous improvement of all Last Mile Schools of the region
Agenda 5: Common Issues, Innovations, and School-Based Interventions of Schools' LIS Coordinators on Data Management: Basis for the Development of Capability Enhancement Program	DepEd Order No. 32, s. 2018: Policy Guidelines on the Collection of Data/ Information Requirements for Beginning of School Year 2018-2019 in the Learner Information System (LIS) and Enhanced Basic Education Information System DepEd Memorandum dated June 6, 2019: ICTS-User Support Division Helpdesk Process	Reynaldo S. Gallardo PO III	Needs-based intervention mechanisms that will continuously improve all schools' LIS/EBEIS Coordinators' competence on data management
Agenda 6: Integrative Mechanisms of SDOs of SOCCSKSARGEN in Improving Alternative Learning System (ALS) Program	DepEd Order No. 013, s. 2019: Policy Guidelines on the Implementation of Enhanced Alternative Learning System 2.0.	Osop A. Pangilamun Statistician I	Integrative mechanisms of SDOs of SOCCSKSARGEN in the implementation of ALS Program as basis in developing continuous improvement (CI) strategies with a goal to further enhance ALS learners' competence
Agenda 7: Progress Monitoring and Evaluation of PPRD's SPRING Flagship Program Based on Kirkpatrick's Model	DepEd Order No. 24, s. 2022: Adoption of the Basic Education Development Plan 2030	Dr. Glenn A. Bisnar CES	An enhanced implementation framework as continuous improvement mechanism of the



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Towards Development of an Enhanced Implementation Framework	DepEd Order No. 29, s. 2022: Adoption of the Basic Education Monitoring and Evaluation Framework	Policy, Planning and Research Division (PPRD) vis-à-vis its Key Result Areas (KRAs) as embedded in its Annual Implementation Plan (AIP) as part and parcel of the Six-Year Master Plan
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C. Innovation Process

This innovation shall undergo three phases, as shown in the table below:

Phases	Activity
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none">• Gather the region memoranda issued containing the seven completed policy research reviews.• Extract the policy researches from the region memoranda.• Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal.• Lay-out the draft Research Journal with following contents:<ul style="list-style-type: none">* Editor's Note* Message of the Regional Director* Policy Research Review outputs* Organizational Structure of the Regional Research Committee (RRC)
Implementation Phase: Reproduction	<ul style="list-style-type: none">• Reproduce sample copy of the draft Innovare 2024 Research Journal for evaluation and quality assurance.• Convert to pdf form for the final copy ready for reproduction.• Process documents for procurement in the reproduction Innovare 2024 Research Journal.
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none">• Prepare distribution list of the target recipients of the Innovare 2024 Research Journal.• Distribute copies of Innovare 2024 Research Journal to the following recipients:<ul style="list-style-type: none">* RD & ARD: 2 copies* PPRD Personnel: 7 copies* RFD Chiefs: 7 copies* SDS: 8 copies* DepEd CO: 2* Line Agencies (NEDA, DBM, PSA, CHED): 4



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D. Responsible Persons

The following tables indicate the persons involved in this undertaking:

D.1 Policy Research Review Proponents

Policy Research Review Agenda	Proponents
Policy Research Review Agenda 1: Needs-Based Training Program in the Establishment and Separation of Annex Schools among Administrators of DepEd SOCCSKSARGEN	Shirley G. Saur EPS II
Policy Research Review Agenda 2: Institutionalization of PMIS in DepEd SOCCSKSARGEN: Level of Implementation, Challenges and Strategic Directions	Lovely Z. Ramos AO II
Policy Research Review Agenda 3: Development of Comprehensive Technical Assistance Program Based on the In-depth Evaluation of 2022 BERF Completed Research	Blessy Joie P. Barnuevo EPS II
Policy Research Review Agenda 4: SOCCSKSARGEN Last Mile Schools: Problems, Potentialities and Prospects	Ulysses S. Laruya ADAS I
Policy Research Review Agenda 5: Common Issues, Innovations, and School-Based Interventions of Schools' LIS Coordinators on Data Management: Basis for the Development of Capability Enhancement Program	Reynaldo S. Gallardo PO III
Policy Research Review Agenda 6: Integrative Mechanisms of SDOs of SOCCSKSARGEN in Improving Alternative Learning System (ALS) Program	Osop A. Pangilamun Statistician I
Policy Research Review Agenda 7: Progress Monitoring and Evaluation of PPRD's SPRING Flagship Program Based on Kirkpatrick's Model Towards Development of an Enhanced Implementation Framework	Dr. Glenn A. Bisnar CES

D.2 Working Committees

Working Committees	In-charge	Terms of Reference
Executive Committee	Glenn A. Bisnar, PPRD Chief Raffy G. Herrera, EPS	<ul style="list-style-type: none"> Set directions in the conceptualization of the research journal Plan out specific activities in line with this project.
Quality Assurance	Reynaldo S. Gallardo, PO III Raffy G. Herrera, EPS	<ul style="list-style-type: none"> Ensure content free from error and copyright issues through Grammarly & plagiarism software Check accuracy and completeness of the content.
Lay-out & Design	Ulysses S. Laruya, ADAS I	<ul style="list-style-type: none"> Lay-out cover page, editor's note, RD's message, content, RRC organizational structure, and back cover.



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		<ul style="list-style-type: none"> • Register the research journal in the KMT.
Printing & Distribution	Ulysses S. Laruya, ADAS I Osop A. Pagilamun, Stat I	<ul style="list-style-type: none"> • Facilitate the reproduction of the research journal in the printing press • Print out distribution list. • Distribute the research journal to the target recipients.
Monitoring & Evaluation	Ulysses S. Laruya, ADAS I Lovely Z. Ramos, AO II	<ul style="list-style-type: none"> • Facilitate the conduct of Client Satisfaction/Feedback Survey Form Policy Research Journal

E. Project Innovation Location

The following table indicates the specific location in the implementation of the various phases and activities:

Phases	Activity	Location
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none"> • Gather the region memoranda issued containing the seven completed policy research reviews. • Extract the policy researches from the region memoranda. • Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal. • Lay-out the draft Research Journal with following contents: * Editor's Note * Message of the Regional Director * Policy Research Review outputs * Organizational Structure of the Regional Research Committee (RRC) 	<ul style="list-style-type: none"> • PPRD Office
Implementation Phase: Reproduction	<ul style="list-style-type: none"> • Reproduce sample copy of the draft Innovare 2024 Research Journal for evaluation and quality assurance. • Convert to pdf form for the final copy ready for reproduction. • Process documents for procurement in the reproduction Innovare 2024 Research Journal. • Reproduce the final copy of the Innovare 2024 Research Journal. 	<ul style="list-style-type: none"> • PPRD Office • BAC Office • Printing Press
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none"> • Prepare distribution list of the target recipients of the Innovare 2024 Research Journal. • Distribute copies of Innovare 2024 Research Journal to the following recipients: 	<ul style="list-style-type: none"> • PPRD Office • RFDs • SDOs • Line Agencies (NEDA,



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	<ul style="list-style-type: none"> * RD & ARD: 2 copies * PPRD Personnel: 7 copies * RFD Chiefs: 7 copies * SDS: 8 copies * DepEd CO: 2 * Line Agencies (NEDA, DBM, PSA, CHED): 4 	DBM, PSA, CHED)
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F. Duration

The following will be the indicative duration in the completion of this undertaking per phase:

Phases	Activity	Duration
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none"> • Gather the region memoranda issued containing the seven completed policy research reviews. • Extract the policy researches from the region memoranda. • Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal. • Lay-out the draft Research Journal with following contents: <ul style="list-style-type: none"> * Editor's Note * Message of the Regional Director * Policy Research Review outputs * Organizational Structure of the Regional Research Committee (RRC) 	4 months
Implementation Phase: Reproduction	<ul style="list-style-type: none"> • Reproduce sample copy of the draft Innovare 2024 Research Journal for evaluation and quality assurance. • Convert to pdf form for the final copy ready for reproduction. • Process documents for procurement in the reproduction Innovare 2024 Research Journal. • Reproduce the final copy of the Innovare 2024 Research Journal. 	4 months
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none"> • Prepare distribution list of the target recipients of the Innovare 2024 Research Journal. • Distribute copies of Innovare 2024 Research Journal to the following recipients: <ul style="list-style-type: none"> * RD & ARD: 2 copies * PPRD Personnel: 7 copies * RFD Chiefs: 7 copies 	2 months



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	* SDS: 8 copies * DepEd CO: 2 * Line Agencies (NEDA, DBM, PSA, CHED): 4	
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G. Sustainability Mechanism

The following are the proposed Sustainability Mechanisms using the PDCA (Plan-Do-Check-Act) Cycle:

- **Plan:** To strategize a plan of action to realize the conduct of the reproduction of **INNOVARE 2024: Research Journal of Policy Research Reviews**.
- **Do:** To implement the Plan based on the timeline.
- **Check:** To conduct quarterly progress monitoring & evaluation during PPRD LAC Session to check the progress of the activity as the basis for coming up with appropriate interventions.
- **Act:** To implement interventions as a Continuous Improvement mechanism.

III. Innovation Background

Basically, this innovation undertaking dubbed as **INNOVARE 2024: Research Journal of Policy Research Reviews** has been instituted to address the following major problems confronted by PPRD as regards QMS process on Policy Development particularly on the sub-processes: Policy Implementation & Policy Review:

- absence of mechanisms in the conduct of Policy Development particularly on the sub-processes on “Policy Implementation & Policy Review;”
- absence of Policy Research Review Journal; and
- misalignment in the operationalization of Policy Development particularly on the sub-processes on “Policy Implementation & Policy Review” as reflected in the PPRD’s QMS Quality Control Plan (QCP), with PPRD’s Flagship Program, Basic Education Development Program (BEDP) Pillars, BEDP Strategies, and applicable MATATAG Agenda.

IV. Innovation Objectives:

The following are the objectives being undertaken by this innovation:

- To conduct effective policy research review contributory to the achievement of PPRD office targets and strategic objectives;
- To initiate efficient mechanisms in the conduct of policy research review in terms of timely processing of deliverables and cost efficient in terms of utilization of resources;
- To establish sustainable policy research review systems by complying to the changing needs, standards of the QMS as well as compliance with statutory and regulatory requirements; and



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- To reproduce “INNOVARE 2024: Research Journal of Policy Research Reviews” for distribution to education stakeholders.

V. Methodology

A. Work Breakdown and Task Time Estimates

Phases	Activity	Timeline
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none">• Gather the region memoranda issued containing the seven completed policy research reviews.• Extract the policy researches from the region memoranda.• Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal.• Lay-out the draft Research Journal with following contents:<ul style="list-style-type: none">* Editor’s Note* Message of the Regional Director* Policy Research Review outputs* Organizational Structure of the Regional Research Committee (RRC)	January – April 2024
Implementation Phase: Reproduction	<ul style="list-style-type: none">• Reproduce sample copy of the draft Innovare 2024 Research Journal for evaluation and quality assurance.• Convert to pdf form for the final copy ready for reproduction.• Process documents for procurement in the reproduction Innovare 2024 Research Journal.• Reproduce the final copy of the Innovare 2024 Research Journal.	May – August 2024
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none">• Prepare distribution list of the target recipients of the Innovare 2024 Research Journal.• Distribute copies of Innovare 2024 Research Journal to the following recipients:<ul style="list-style-type: none">* RD & ARD: 2 copies* PPRD Personnel: 7 copies* RFD Chiefs: 7 copies* SDS: 8 copies* DepEd CO: 2* Line Agencies (NEDA, DBM, PSA, CHED): 4	September – October 2024



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B. Deliverables

Based on the following activities vis-à-vis three major phases, the expected major deliverables are hereby presented:

Phases	Activity	Major Deliverables
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none"> Gather the region memoranda issued containing the seven completed policy research reviews. Extract the policy researches from the region memoranda. Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal. Lay-out the draft Research Journal with following contents: <ul style="list-style-type: none"> * Editor's Note * Message of the Regional Director * Policy Research Review outputs * Organizational Structure of the Regional Research Committee (RRC) 	<ul style="list-style-type: none"> Compiled region memoranda issued containing the seven completed policy research reviews. Extracted policy researches from the region memoranda. Compiled seven completed policy research reviews as contents of the Innovare 2024 Research Journal. Draft Policy Research Review Journal
Implementation Phase: Reproduction	<ul style="list-style-type: none"> Reproduce sample copy of the draft Innovare 2024 Research Journal for evaluation and quality assurance. Convert to pdf form for the final copy ready for reproduction. Process documents for procurement in the reproduction Innovare 2024 Research Journal. Reproduce the final copy of the Innovare 2024 Policy Research Review Journal. 	Final copy of the Innovare 2024 Policy Research Review Journal
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none"> Prepare distribution list of the target recipients of the Innovare 2024 Policy Research Review Journal. Distribute copies of Innovare 2024 Policy Research Review Journal to the following recipients: <ul style="list-style-type: none"> * RD & ARD: 2 copies * PPRD Personnel: 7 copies * RFD Chiefs: 7 copies * SDS: 8 copies * DepEd CO: 2 	Distribution list of the Recipients of the Innovare 2024 Policy Research Review Journal



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	* Line Agencies (NEDA, DBM, PSA, CHED): 4	
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VI. Innovation Cost

The innovation costs of this project are as follows:

- Total Allocation: **Php 20,000.00**
- Source of Fund: Policy Research Program (PRP)

VII. Monitoring and Evaluation (M&E)

The following template shall be used in the M&E of this innovation undertaking:

A. M&E of Innovare 2024 Implementation

Phases	Activity	MOVs	Remarks
Pre-Implementation Phase: Compilation	<ul style="list-style-type: none"> • Gather the region memoranda issued containing the seven completed policy research reviews. • Extract the policy researches from the region memoranda. • Compile the seven completed policy research reviews as contents of the Innovare 2024 Research Journal. • Lay-out the draft Research Journal with following contents: * Editor's Note * Message of the Regional Director * Policy Research Review outputs * Organizational Structure of the Regional Research Committee (RRC) 	<ul style="list-style-type: none"> • Compiled region memoranda issued containing the seven completed policy research reviews. • Extracted policy researches from the region memoranda. • Compiled seven completed policy research reviews as contents of the Innovare 2024 Research Journal. • Draft Policy Research Review Journal 	() Compliant () Non-Compliant () Needs Improvement
Implementation Phase: Reproduction	<ul style="list-style-type: none"> • Reproduce sample copy of the draft Innovare 2024 Research Journal for 	<ul style="list-style-type: none"> • Activity Request (AR), Purchase Request (PR), and Purchase Order (PO) in the 	() Compliant () Non-Compliant () Needs



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	evaluation and quality assurance. <ul style="list-style-type: none"> • Convert to pdf form for the final copy ready for reproduction. • Process documents for procurement in the reproduction Innovare 2024 Research Journal. • Reproduce the final copy of the Innovare 2024 Policy Research Review Journal. 	reproduction Innovare 2024 Research Journal. <ul style="list-style-type: none"> • Final copy of the Innovare 2024 Policy Research Review Journal 	Improvement
Post-Implementation Phase: Dissemination	<ul style="list-style-type: none"> • Prepare distribution list of the target recipients of the Innovare 2024 Policy Research Review Journal. • Distribute copies of Innovare 2024 Policy Research Review Journal to the following recipients: <ul style="list-style-type: none"> * RD & ARD: 2 copies * PPRD Personnel: 7 copies * RFD Chiefs: 7 copies * SDS: 8 copies * DepEd CO: 2 * Line Agencies (NEDA, DBM, PSA, CHED): 4 • Conduct Client Satisfaction/Feedback Survey Form Policy Research Journal 	<ul style="list-style-type: none"> • Distribution list of the Recipients of the Innovare 2024 Policy Research Review Journal • Document of Analysis & Evaluation of Client Satisfaction/Feedback Survey Form in the Dissemination of Innovare 2024 	() Compliant () Non-Compliant () Needs Improvement

A. Client Satisfaction/Feedback Survey Form in the Dissemination of Innovare 2024

Part I: The clients will rate the Innovare 2024 Policy Research Review Journal using the following rating scale below:

5 – Excellent 4 – Very Good 3 - Good 2 – Fair 1 – Needs Improvement

No.	Indicators	5	4	3	2	1
1	Technical/professional value (usefulness)					
2	Accuracy of content					
3	Relevance/timeliness of policy research review					
4	Readability and understandability (easy to read and understand					



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5	Physical appearance of the Innovare 2024 Policy Research Review Journal					
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Part II: Other comments/recommendations:
