



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

20 Sep 2024

DIVISION MEMORANDUM
SGOD No. **105** s. 2024

**DIVISION WORKING COMMITTEES FOR THE CONDUCT OF THE
10th DIVISION RESEARCH CONGRESS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Division Memorandum SGOD No. 080 s. 2024 titled, **Call for Submission of Papers for the 10th Division Research Congress (DRC)**, this office hereby creates the Division Technical Working Committees to perform the necessary tasks of the said activity.
2. They are expected to perform the following:
 - a. perform the assigned tasks and provide feedback to the top management in areas that need immediate interventions,
 - b. promote practical measures to address possible potential risks, and
 - c. innovate mechanisms that will contribute to the overall success of the activity.
3. Please refer to the following enclosures for more information.
 - a. Enclosure No. 1 - Division Technical Working Group
 - b. Enclosure No. 2 - Composition of the DRC Secretariat
 - c. Enclosure No. 3 - List of Adjudicators for Oral and Poster Category by Theme
 - d. Enclosure No. 4 - Rubrics for Oral and Poster Presentation Category
4. Meals, snacks, and accommodation of the committee members shall be provided during the activity, while transportation and other related expenses to and from the venue shall be charged to available local funds, subject to usual accounting and auditing rules and regulations.



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Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

5. All Municipal Research Coordinators and Research Poster Presenters shall be at the venue for the finalization and posting of their Poster Presentation Stands on September 26, 2024.
6. For further inquiries, please contact Blessy Joie P. Barnuevo, Senior Education Program Specialist for Planning and Research Section at blessyjoie.barnuevo@deped.gov.ph
7. Immediate dissemination of this memorandum is directed.

LEONARDO M. BALALA CESO V
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

RESEARCH

STUDIES

CONFERENCES

BJB/DM – division working committees for the conduct of the 10th division research congress
0000/September 20, 2024



Republic of the Philippines
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REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Enclosure 1 to Division Memorandum SGOD No. _____

DIVISION TECHNICAL WORKING GROUP FOR THE 10th DIVISION RESEARCH CONGRESS

COMMITTEE	TASKS	PERSON RESPONSIBLE
Top Management	<ul style="list-style-type: none">- Provides directions, oversight management support, and advice on the design and actual implementation of the activity.	Leonardo M. Balala, CESO V SDS Levi B. Butihen ASDS Cristopher T. Frusa Chief - SGOD Dr. Marichu R. Dela Cruz Chief - CID
Program Management	<ul style="list-style-type: none">- Lead in ensuring an efficient flow of the opening and closing program.- Oversee the hall preparation.- Lead in facilitating break-out sessions.	Cristopher T. Frusa Chief – SGOD Bert T. Labuaya EPS – SGOD Blessy Joie P. Barnuevo SEPS – PRS SGOD Personnel
Documentation and Publicity	<ul style="list-style-type: none">- Provide technical assistance in terms of supplies and equipment needed in the documentation of the activity.- Document the plenary and break-away sessions.- Prepare photos and documentation of the entire conference.- Provide technical staff in the live streaming of the activity.	Chair: Ma. Teresa S. Hallegado EPS – Science Co-Chair: Soledad Blancada Members: Delna Trina Grace L. Sua Emir Al-Muntazar Jr. A. Elam Mark Garcia Sandie John Rivera Val Anthony Bainto Mark Lester Caspillo



Republic of the Philippines
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REGION XII
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Registration / Attendance	<ul style="list-style-type: none">- Assist the Cash Section during the registration of participants.- Check and monitor the attendance of the participants.	Chair: Josie Cabalquinto Riza Galindo Members: Bea D. Enesto Alexes A. Dayaday Kate Abu Queenie L. Cocjin Khrysthal Marie Fale
Reception	<ul style="list-style-type: none">- Lead and facilitate ushering the participants during the activity.- Assist the resource speakers, adjudicators, and participants in their arrival and departure from the venue.	Chair: Lily Rose Y. Rafaila Members: All Municipal Research Coordinators
Awarding	<ul style="list-style-type: none">- Facilitates the preparation of certificates, procurement of certificate holders, and coordinating the presentation of awards to the winners.- Maintains proper documentation and records related to the awards, including judging criteria and any other relevant documentation.- Facilitate the processing of the honorarium of the adjudicators.	Chair: Mark Jefferson Montano Co-Chair Luz S. Omadle Members: Val Anthony Bainto Mark Lester Caspillo SGOD Personnel All Municipal Research Coordinators
QAME	<ul style="list-style-type: none">- Provides online evaluation link for the activity and facilitates the completion of online evaluation.	Jett Javellana



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REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Enclosure 2 to Division Memorandum SGOD No. _____

**COMPOSITION OF THE 10th DIVISION RESEARCH CONGRESS (DRC)
SECRETARIAT**

List of Participants	Municipality
Liwayway G. Urquiza	Banga
Lily Rose Y. Rafaila	
Retchie Joy B. Pisana	
Felmar Roy S. Adam	Lake Sebu
Nomie D. Valencia, Phd	
Argie B. Patano	
Eloisa V. Diez	Norala
Louilla C. Defino	Polomolok
Gemma L. Nierves	
Agustin A. Pandoma	
Judie E. Dela Cruz	Sto. Niño
Bert Ceazar A. Castillo	
Jenny Rose L. Aliperio	
Maribeth E. Villanueva	Surallah
Nyll Vincent C. Labordo	
Joseph F. Frias	
Chester Ian S. Pineda	Tampakan
Sheila Mae G. Ordoña	
Jane B. Jumawan	
Jaybee C. Aratia	Tantangan
Melanie T. Callo	
John Lawrence Panding	
Lorelie Padrones	Tboli
Riza Ming Galindo	
Reji Javier	
Dominador C. Siloterio	Tupi
Daniel Avergonzado	
Christine N. Souribio	
Nelson B. Malificiado	

Enclosure 3 to Division Memorandum SGOD No. _____



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List of Adjudicators for the 10th Division Research Congress for Oral and Poster Category by Theme

ORAL PRESENTATION	
Themes	Adjudicators
Theme 1A: Teaching and Learning	1. Dr. Shienalyn L. Antenor 2. Dr. Marjoe Barrientos 3. Dr. Juvy S. Reyes
Theme 1B: Teaching and Learning	1. Jay-R Lipura 2. Dr. Mildred F. Accad 3. Dr. Rodel H. Catubay
Theme 2: Child Protection	1. Dr. Noemi B. Silva 2. Dr. Abraham Accad 3. Atty. John Rey Villalon
Theme 3: Human Resource	1. Dr. Ma. Lulu L. Loyola 2. Dr. John Michael P. Castillo 3. Carlo P. Divedor, CPA
Theme 4: Governance cum Cross-Cutting Themes	1. Dr. Andres O. Magallanes, Jr. 2. Raffy Herrera 3. Dr. Ma. Magdalena F. Cobrador
POSTER PRESENTATION	
Themes	Adjudicators
Theme 1A: Teaching and Learning	1. Dave C. Prodigio 2. Juliet A. Castañas 3. Dr. Lynou R. Zacal
Theme 1B: Teaching and Learning	1. Dr. Sheila B. Roma 2. Dr. Hermie M. Jarra 3. Dr. Wilter C. Friales
Theme 2: Child Protection	1. Milrose P. Caseres 2. Rogelio P. De Juan 3. Atty. Rodel Salvador
Theme 3: Human Resource	1. Bert T. Labuaya 2. Roger B. Suerte 3. Arlene L. Albuna
Theme 4: Governance cum Cross-Cutting Themes	1. Dr. Norman Valeroso 2. Michelle Jane Lasaca 3. Ma. Teresa Hallegado

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Rubrics for Oral and Poster Presentation Category

RUBRICS IN JUDGING BEST ORAL PRESENTATION

Criteria	Indicators	Rating		
		Excellent	Good	Fair
Part I. Oral Presentation (15%)				
Delivery (10%)	<ul style="list-style-type: none"> • There is a manifestation of mastery of the topic. • There is observance of the elements of speech (pronunciation, enunciation, voice inflection). • The presenter stimulates the interest of the listeners. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Logical Presentation (5%)	<ul style="list-style-type: none"> • The study results are presented logically from context & rationale down to conclusion & recommendation. • Unity and coherence are observed all through every part of the presentation. • Slide decks follow the standards and are easy to comprehend. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Part II: Research Content (85%)				
Title (5%)	<ul style="list-style-type: none"> • The title is specific/appropriate. • It captures the essence (purpose, scope/respondents of the study) of the research. • The title accurately portrays what the paper is about. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Context & Rationale (10%)	<ul style="list-style-type: none"> • The background of the study is well-presented. • The general purpose of the study is discussed comprehensively. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator	Only 1 indicator is excellent; others



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	<ul style="list-style-type: none"> • There are at least five related literature and studies cited. 		is either good or fair. (9 pts.)	are either good or fair. (8 pts.)
Research Questions/ Objectives (10%)	<ul style="list-style-type: none"> • They are clearly stated. • They are aligned with the research title. • The proponent contextualizes the research questions. 	. All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Intervention/ Innovation/ Strategy (IIS) (10%)	<ul style="list-style-type: none"> • It clearly describes the IIS being initiated. • The IIS is aligned and appropriate to the identified problem being undertaken. • The concepts should be straight to the point and focus on essential aspects only. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Methodology (10%)	<ul style="list-style-type: none"> • The research design is appropriate, and there is an explanation of why it was chosen. • Data collection tools and data analysis techniques are mentioned, and they are appropriate for the data collection type. • It uses appropriate sampling techniques. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Discussion of Results (15%)	<ul style="list-style-type: none"> • The graphs, tables, and figures are well-labeled. • The results are well-presented. • The data are analyzed using appropriate statistical tools. 	All the 3 indicators are excellent. (15 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (12 pts.)	Only 1 indicator is excellent; others are either good or fair. (10



Republic of the Philippines
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REGION XII
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				pts.)
Summary of Findings/ Conclusion & Recommendation (10%) •	<ul style="list-style-type: none"> • The study has addressed any policy issue. • The reflection/ conclusion answers the research questions and aligned with the findings. •The reflection/recommendations offer concrete solutions to the problems of the study. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 2 indicators are either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Scientific Content (5%)	<ul style="list-style-type: none"> • The study puts broader context/justification for research. • The study discusses in a simple but concise manner. • It is supported by sufficient related studies at least minimum of 5. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
References (5%)	<ul style="list-style-type: none"> • It observes in-text referencing. • It observes proper citation. • They are of varied sources. 	All the 3 indicators are excellent.	Only 2 indicator is excellent; 1 indicator is either good or fair.	Only 1 indicator is excellent; others are either good or fair.
Writing Mechanics (5%)	<ul style="list-style-type: none"> • It observes correct usage of grammar. • It observes correct spelling. • The sentences are short, clear, and free of necessary jargon. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator are excellent; others are either good or fair. (3 pts.)

RUBRICS IN JUDGING FOR BEST POSTER PRESENTATION



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Criteria	Indicators	Rating		
		Excellent	Good	Fair
Part I. Poster Display (20%)				
First Impression (5%)	<ul style="list-style-type: none"> The color schemes used are easy on the eye The font size or style is easily readable. The poster stimulates interest and discussion. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Layout (10%)	<ul style="list-style-type: none"> It is easy to follow the sequence in the poster. There is a good flow of information (logical layout). The layout is appropriate. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator are excellent; others are either good or fair. (8 pts.)
Writing Mechanics (5%)	<ul style="list-style-type: none"> It observes correct usage of grammar. It observes correct spelling. The sentences are short, clear, and free of necessary jargon. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator are excellent; others are either good or fair. (3 pts.)
Part II: Research Content (80%)				
Title (5%)	<ul style="list-style-type: none"> The title is specific/appropriate. It captures the essence (purpose, scope, and respondents of the study) of the research. The title accurately portrays what the paper is about. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)



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			either good or fair. (3 pts.)	
Abstract (5%)	<ul style="list-style-type: none"> The research purpose is clearly stated. The methodology is presented well. The general findings are summarized as well as reflection/conclusion and recommendation 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Context & Rationale (10%)	<ul style="list-style-type: none"> The background of the study is well-presented. The general purpose of the study is discussed comprehensively. There are at least five related literature and studies cited. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Research Questions/ Objectives (5%)	<ul style="list-style-type: none"> They are clearly stated. They are aligned with the research title. The proponent contextualizes the research questions. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
Intervention, Innovation & Strategy (IIS) (10%)	<ul style="list-style-type: none"> It clearly describes the IIS being initiated. The IIS is aligned and appropriate to the identified problem being undertaken. The concepts should be straight to the point and focus on essential aspects only. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Methodology (10%)	<ul style="list-style-type: none"> The research design is appropriate and there is an explanation why it is chosen. Data collection tools and 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator	Only 1 indicator is excellent; others are



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REGION XII
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	<p>data analysis techniques are mentioned, and they are appropriate for the data collection type.</p> <ul style="list-style-type: none"> • It uses appropriate sampling techniques. 		is either good or fair. (9 pts.)	either good or fair. (8 pts.)
Discussion of Results (15%)	<ul style="list-style-type: none"> • The graphs, tables, and figures are well-labeled. • The results are well-presented. • The data are analyzed using appropriate statistical tools. 	All the 3 indicators are excellent. (15 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair.	Only 1 indicator is excellent; others are either good or fair. (10 pts.)
Reflection/ Conclusion & Recommendation (10%)	<ul style="list-style-type: none"> • The study has addressed any policy issue. • The reflection/ conclusion answers the research questions and is aligned with the findings. • The reflection/recommendations offer concrete solutions to the problems of the study. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 2 indicators are either good or fair. (9 pts.)	Only 1 indicator is excellent; others are either good or fair. (8 pts.)
Scientific Content (5%)	<ul style="list-style-type: none"> • The study puts broader context/justification for the research. • The study discusses in a simple but concise manner. • Sufficient related studies support it. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (4 pts.)	Only 1 indicator is excellent; others are either good or fair. (3 pts.)
References (5%)	<ul style="list-style-type: none"> • It observes in-text referencing. • It observes proper citation. • They are of varied sources. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicator is excellent; 1 indicator is either good or fair. (4 pts.) Only 1 indicator is	Only 1 indicator is excellent; others are either good or fair. (3 pts.)



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			excellent; others are either good or fair. (3 pts.)	
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