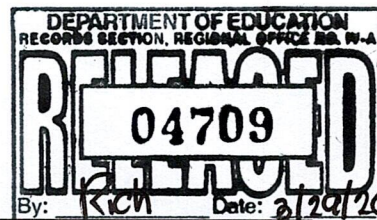




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



17 March 2023

Regional Memorandum
No. 158, s. 2023

**SUBMISSION OF DATA AND DOCUMENTS ON UTILIZATION
OF BERF-FUNDED RESEARCH FINDINGS**

To **Schools Division Superintendents**
Functional Division Chiefs

1. In accordance with DepEd Order No. 16, s. 2017 titled Research Management Guidelines and with the purpose of better utilization of research findings, this Office directs all BERF grantees to submit the data and documents relevant to the utilization of Basic Education Research Fund (BERF) funded research findings.
2. The approved **research instrument** must be submitted in pdf format while the **executive data set/gathered data** must be in Excel format. In addition, for easy reference, the filename format to be used must be Lead Author's Last Name_SDO Name_Theme_BERF Cycle No. (example: Cruz_Antipolo City_Gender and Development_1st Cycle). Refer to the links below for the submission of the two (2) documents.

Submission of Research Instrument	Submission of Executive Data Set/Gathered Data
bit.ly/BERF_Research_Instrument	bit.ly/BERF_Data

3. Deadline of submission is on **April 11, 2023**. Failure to submit may cause the non-inclusion of future research proposals for BERF-funding. With this, Senior Education Program Specialists (SEPSs) for Planning and Research, with the assistance of Schools Division Research Committee (SDRC), shall ensure that all BERF grantees in the schools division will be able to submit the required documents before the deadline.
4. Moreover, to ensure that the BERF completed researches are replicated and utilized by other researchers, SEPSs for Planning and Research are advised to gather the data on the following:
 - 4.1 researches disseminated
 - 4.2 researches adapted and used by school/s and other institutions and results of utilization




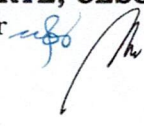
Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487 local 470 to 471
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph

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4.3 research interventions utilized for continued practice and results of utilization

5. For data submission, kindly use the link **bit.ly/BERF_utilization_dissemination**. The said link can only be accessed by the SEPSs for Planning and Research until **June 13, 2023**.
6. For queries or concern, kindly contact Jona M. Malonzo via email at pprd.calabarzon@deped.gov.ph or through landline number (02) 8682-2114 loc. 470.
7. Immediate and wide dissemination of this Memorandum is earnestly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

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