

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



16 May 2024

Regional Memorandum
No.365 s.2024


**ELIGIBILITY AND REQUIREMENTS FOR THE BASIC
EDUCATION RESEARCH FUND (BERF) GRANT**

To **Schools Division Superintendents
Functional Division Chiefs**

1. In reference to DepEd Order No. 16, s. 2017 titled Research Management Guidelines, which underscores the importance of ensuring accountability of all research proponents who will be receiving the BERF grant from DepEd or other sources, this Office, through the Policy, Planning and Research Division (PPRD), directs all the teaching, teaching-related, and non-teaching personnel under the 9th BERF Cycle and succeeding research proponents who will be availing the grant, to submit the required documents. To wit,

Eligibility Criteria	Document/s to be Submitted
Proponent/s must be regular/permanent teaching or non-teaching personnel of the Department	Current Approved Appointment or Certificate of Employment
Proponent/s must have no pending case	Certificate of No Pending Case by the Legal Unit (Regional Office)
Proponent/s must not have availed of the grant for the given year	Certification from the Chair of the Regional Research Committee (RRC) (See attached template)
There is a maximum of three (3) research team members for group proposals	Copy of the research proposal

2. The documents must be submitted to the Records on or before **May 31, 2024**.
3. For queries or concerns, kindly contact the PPRD via email at pprd.calabarzon@deped.gov.ph or call at (02) 8682-2114 loc. 470.
4. Immediate and widest dissemination of this Memorandum is earnestly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

07/ROP5/ROP6/ROP1



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114 local 470-471
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph





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CERTIFICATION

This is to certify that _____ (name of proponent/s) _____ of
(Name of Schools Division Office) has/have not yet availed Basic Education Research Fund
(BERF) grant for 2024.

Given this _____ of May in the year of our Lord 2024.

LOIDA N. NIDEA
Assistant Regional Director
Chair, Regional Research Committee (RRC)



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