



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Direct 4122

Office of the Schools Division
Superintendent

MEMORANDUM

No. 219, s. 2023

SEP 20 2023

DESIGNATION OF THE SCHOOL RESEARCH MANAGERS
SY 2023-2024

TO: OIC-Assistant Schools Division Superintendent /
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Pursuant to DepEd Order No. 16, s. 2017, titled "Research Management Guidelines, this Office, through the Planning and Research (P&R) Section of the School Governance and Operations Division (SGOD) informs the field of the designation of the following School Research Managers:

No.	Name	School
1	MAYVELL N. CORDOVA	Alabang ES
2	ANGIE D. HELICAN	Bagong Silang ES
3	RHEA JANINA V. BOHOL	Bayanan ES - Main
4	CAROLYN C. MENDEZ	Bayanan ES - Unit I
5	MARY ROSE M. NASALGA	Buli ES
6	BATSHEBA BELEN D. LIMBANGANON	Cupang ES - Annex
7	LENIE ROSE M. MARIANO	Cupang ES - Main
8	RO-ANN R. MORENO	F De Mesa ES
9	LEAH S. HERNANDEZ	Filinvest Alabang ES
10	MARY ANN T. CID	Itaas ES
11	DELIA B. TANSECO	Muntinlupa ES
12	CHRISTINE-ANN O. PASTRANA	Poblacion ES
13	ELIZALDE R. LUGTU	Putatan ES
14	RICHVILMA M. VILLESICO	Soldiers' Hills ES
15	JANETTE G. LEGASPI	Sucat ES Main
16	DR. JAIME G. BAUTISTA	Sucat ES - Sitio Pagkakaisa Zone 3 Annex
17	LORENA E. ESTIGOY	Sucat ES - Sitio Pagkakaisa Zone 4 Annex
18	JOSEPHINE J. ALARCON	Tunasan ES
19	EDEN V. LOTH	Victoria Homes ES
20	JOHN BERNARD F. SANTIAGO	Lakeview Integrated School - Elem Lakeview Integrated School - JHS Lakeview Integrated School - SHS
21	RACHEL B. NOFUENTE	Muntinlupa Business HS - Sucat Annex
22	GHIA CRESSIDA T. HERNANDEZ	Muntinlupa Business HS - Main
23	JASON B. ALBARO (JHS)	Muntinlupa National HS - JHS
	MARIKEY M. CONDE	Muntinlupa National HS - SHS
24	MIKAEL BYRON C. BALBASTRO	Muntinlupa Science HS - JHS
	JENNETTE J. LOZANO	Muntinlupa Science HS - SHS
25	DR. ONOFRE C. SANTOS	Pedro E. Diaz HS

NUM-2023-219



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

26	ELENA B. MADARANG	Poblacion National HS
27	BENJAMIN M. MAALA	Tunasan National HS – JHS
	REVILMA M. DIZON	Tunasan National HS – SHS
28	RONNEL FRANCO G. LANDRITO	Cupang Senior HS
29	SUZETTE C. ALMEIDA	Alternative Learning System Center

2. The School Research Managers are expected to perform the following official duties and functions inherent to the said designation:

- Provide directions on school research initiatives through the national and local Basic Education Research Agenda, and other identified priority research areas in the school level;
- Evaluate and approve research proposals and other school related research initiatives to be funded by Special Education Fund (SEF);
- Forge partnerships and coordination with the schools division office through the planning and research section of the School Governance and Operations Division (SGOD)
- Provide technical assistance to researchers in the school on the conduct of their study;
- Conduct periodic monitoring on research initiatives in the school;
- Prepare and submit periodic reports to the Schools Division Research Committee (SDRC) on all research initiatives conducted in the school;
- Resolve emerging issues on the management and conduct of research in the school level;
- Ensure that all researches in schools are in accordance with the research guidelines;
- Endorse research proposals of the schools to the Schools Division Research Committee (SDRC); and
- Prepare periodic reports on the accomplishments related to all research initiatives conducted in the school.

3. This Memorandum is enforced until otherwise rescinded or revoked by the undersigned.

4. Immediate and wide dissemination of this Memorandum is desired.


EVANGELINE P. LADINES CESOSA V
Schools Division Superintendent

Enclosure: none

References: as stated

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

RESEARCH
SCHOOL

PRA/DM/Designation as School Research Manager SY 2023-2024

219 / September 15, 2023

NUM-2023-219



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com