



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City



DIVISION MEMORANDUM

NO. 297 s. 2017

RELEASED
 15 AUG 2017

To: **PUBLIC SCHOOLS DISTRICT SUPERVISORS
 CONCERNED PERSONNEL**

BY: [Signature] DATE: 15 AUG 2017

From: **PEDRO MELCHOR M. NATIVIDAD, CSEE**
 Schools Division Superintendent
 Schools Division of Zamboanga del Norte

Subject: **DIVISION RESEARCH CONGRESS**

Date: **AUGUST 14, 2017**

1. The Schools Division of Zamboanga del Norte in its continued quest for excellence, believes in the evidenced-based decision-making. With this, research is underscored as vital in the continuous improvement of the division, to answer the education needs of the recent times.
2. Pursuant to Regional Memorandum No. 79 s. 2017, Conduct of 2017 Research Congress, the Schools Division of Zamboanga del Norte will hold a Division Research Congress to provide our researchers an avenue to present their research outputs.
3. To ensure maximum participation, all schools district shall present one best research output in the Research Congress. The Public Schools District Supervisors (PSDS's) shall take the lead in the search of best research output in their district serving as the official entry to the congress.
4. The schedule of the Division Research Congress will be on December 2017 in which the venue and date will be determined later.
5. To facilitate the success of the event, all PSDS's are called for a meeting on August 29, 2017, Tuesday at the SDS Office Conference Hall at 8:00 in the morning. They shall bring with them their district research focal person.
6. The research presenters will be given Php. 3,000.00 as an incentive to be charged against the Basic Education Research Fund (BERF).
7. The travel and incidental expenses incurred by the participants in the Division Research Congress and August 29, 2017 meeting will be charged against school MOOE for the district research focal person and SDO funds for the PSDS's subject to the usual government accounting and auditing procedure.
8. For information, guidance and wide dissemination.

Reference: Regional Memorandum No. 79 s. 2017, Conduct of 2017 Research Congress



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BY:

NAME/SIGNATURE

DATE: 15 AUG 2017

To: **SCHOOL REGISTRARS**
CONCERNED PERSONNEL

From: **PEDRO MELCHOR M. NATIVIDAD, CSEE**
Schools Division Superintendent
Schools Division of Zamboanga del Norte

Subject: **PLANNING DATA COLLECTION AND CONSOLIDATION**

Date: **AUGUST 14, 2017**

1. The Schools Division of Zamboanga del Norte firmly believes in the evidenced-based decision-making. To actualize the principle, it is very important to maintain an accurate and timely data.
2. To facilitate the maintenance of an accurate and timely data, all school registrars are tasked to help the Planning and Research Unit of the division in the collection and consolidation of planning data in the field.
3. Registrars shall report to the Office of the SDS through the Planning and Research Unit on the assignment of schools to be under jurisdiction relative to the collection and consolidation of the planning data of the division.
4. All school registrars are hereby called for a meeting at the SDS Conference Hall on August 30, 2017 at exactly 8:00 in the morning.
5. The travel and incidental expenses incurred by the participants of the August 30, 2017 meeting will be charged against school MOOE subject to the usual government accounting and auditing procedure.
6. For information, guidance and wide dissemination.