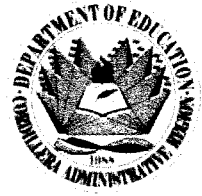




Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

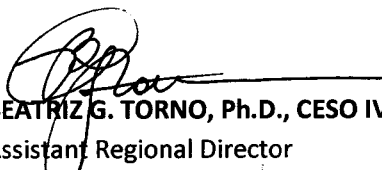
Wangal, La Trinidad, Benguet, 2601
Website: www.depedcar.ph | Email: car@deped.gov.ph



REGIONAL MEMORANDUM

No. 109-2017

TO: SCHOOLS DIVISION SUPERINTENDENTS
All Schools Divisions
Others Concerned

FROM: 
BEATRIZ G. TORNO, Ph.D., CESO IV
Assistant Regional Director
OIC, Office of the Regional Director

DATE: MAR 31 2017

APR 03 2017

SUBJECT: **Public Elementary and Secondary School Heads Training-Workshop on Developing Action and Basic Research Proposals**

- Relative to strengthening the culture of research in the region, a three-day training-workshop on developing Basic and Action Research Proposals to the Public Elementary and Secondary School Heads will be conducted at the NEAPR Hall, DepEd CAR, Wangal, La Trinidad, Benguet on April 18-20, 2017 with the following objectives:
 - capacitate participants on developing basic and action research proposals; and
 - give updates on Research Management Guidelines.
- Participants to this activity are the following:

Regional Office		10
RD BEATRIZ G. TORNO, Ph.D	Consultants	
OIC – ARD SORAYA T. FACULO		
PPRD	6	
Secretariat	2	
Schools Division Office (1/SDO)	SGOD Chief / SEPS	8
School Heads (10/SDO)	5 Public Elementary School Heads	80
	5 Public Secondary School Heads	
Resource Speaker/Person		1
Total		99

Contact Numbers (Area Code: 074):

Office of the Regional Director 422-1318
Fax 422-4074
Office of the ARD 422-9590
ICT Unit 422-1318
Public Affairs Unit 422-1318
Legal Unit 423-2214

Administrative Division 422-1804
Cash Section 423-2215
Payroll Section 424-3993
Records Section 423-2213
Supply Section 422-2198
General Services Unit 422-1804

CLMD 422-7096
LRMDS 422-0615
ESSD 423-2218
Finance Division 422-5155
FTAD 424-5187

HRDD 422-9590
NEAP-R 422-5500
PPRD 422-9590
QuAD 422-5187
COA 422-7434

3. Check-in time for the participants except SDO Baguio City and RO personnel is at 2:00 PM onwards at the NEAPR, DepEd, CAR on April 17,2017. While check-out is on April 20, 2017 at 12:00 Noon. First meal to be served is dinner for live-in participants on April 17 and last meal to be served is PM snack on April 20.
4. Participants are requested to bring their laptop, extension cord, and a sample of a finished research.
5. Transportation and other incidental expenses of Division Office participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Please confirm attendance by filling up the attached confirmation slip and send thru email address pprd.depedcar@gmail.com on or before April 11, 2017. For further inquiries, you may contact the Policy, Planning, and Research Division (PPRD) at 422-9590.
7. Attendance of all concerned is enjoined.

Confirmation Slip

Schools Division of _____

Name	School / Office	Position	Contact Number	Email Address	Date of Arrival in the Venue
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					