



Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



September 9, 2026

DIVISION MEMORANDUM

No. **179**
SGOD-PRS No. s. 2026

**CALL FOR SUBMISSION OF ACTION RESEARCH ENTRIES
FOR THE 2026 DIVISION RESEARCH CONGRESS**

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Members of the Schools Division Research Committee
Public Schools District Supervisors
Public Elementary and Secondary School Principals
District and Secondary School Research Coordinators
Sultan Kudarat Research Advocates
Research Presenters
All Others Concerned
This Division

1. In accordance with DO No. 16, s. 2017 or Research Management Guidelines which provides as part of the research management cycle the **“Dissemination and Utilization”**, this Office through the Schools Governance and Operations Division – Planning and Research Section intends to conduct the 2026 Division Research Congress on October 10-11, 2026. The venue will be announced in a separate issuance.

2. With this year’s theme, **“Strengthening the Division's Research Culture Through Evidence-Based Outputs and Quality-Assured Innovations,”** this congress aims to:

- 2.1 Foster a sustainable culture of research and innovation among school and district personnel;
- 2.2 Generate high-quality, evidence-based research aligned with the Division's priority education concerns;
- 2.3 Strengthen quality assurance mechanisms in the conduct, evaluation, and dissemination of research and innovations;
- 2.4 Showcase exemplary research outputs and innovative practices for wider adoption and utilization;
- 2.5 Promote the use of research findings to inform decision-making, policy development, and continuous school improvement.

3. Attached are the following enclosures for reference:

ROV/SGOD-PRS/CALL FOR SUBMISSION OF ACTION RESEARCH ENTRIES FOR THE 2026 DIVISION RESEARCH CONGRESS/Sept 9, 2026



Address: Kenram, Isulan, Sultan Kudarat
Telephone No.: (064) 471 1007
Website: <https://divisionsk.org>
Email: depedsk.r12@deped.gov.ph



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Enclosure No.	Enclosure Title
1	2026 Division Research Congress Guidelines
2	Steps for the Online Submission of Municipal Official Research Entries
3	Official List of Municipal Entries for the 2026 Division Research Template
4	Expected Number of Participants per Municipality

4. A registration fee in the amount of **Php 1,500.00** shall be collected from every participant to cover snacks (AM & PM) and lunch for two days. The registration fee, travel allowance, and other incidental expenses of the participants are to be borne from School MOOE or local funds while full board accommodation of the Technical Working Group (TWG), prizes, honorarium / token for judges will be charged to the Special Education Fund (SEF) from the Provincial Local Government Unit (LGU) of Sultan Kudarat, all subject to the usual accounting and auditing rules and regulations.

5. All Secondary School and District Research Coordinators are hereby directed to facilitate compliance with all the necessary requirements indicated in this memorandum.

5. For queries and clarifications, you may contact Sadat T. Sinolinding, OIC-Chief Education Supervisor, through sadat.sinolinding@deped.gov.ph or **Rodrigo O. Viduya**, Senior Education Program Specialist, through rodrigo.viduya@deped.gov.ph

5. Immediate dissemination of and strict compliance with this Memorandum are directed.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

By the Authority of the Schools Division Superintendent:

MOHALIDIN M. SUAEB

Chief Education Supervisor
Officer-In Charge

Office of the Assistant Schools Division Superintendent

Encl/s.: As stated

References: As Stated

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

ACTION RESEARCH

BERF

RESEARCH MANAGEMENT

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Enclosure 1 to DM-SGOD-PRS No. 179 s. 2026

2026 DIVISION RESEARCH CONGRESS GUIDELINES

1. The research congress is open to all research practitioners and enthusiasts in the Department of Education, particularly Division / District Supervisors, School Heads, Teachers, and Non-Teaching personnel of DepEd Sultan Kudarat Division if the School Head or Public Schools District Supervisor or Principal In-Charge endorses them.
2. With the theme, ***“Strengthening the Division's Research Culture Through Evidence-Based Outputs and Quality-Assured Innovations,”*** the Division Research Congress shall focus on Action Researches conducted in the school, district, and division level to address problems related to delivering quality basic education focusing on the following themes based on the Basic Education Research Agenda (BERA) – Theme 1: Teaching & Learning; Theme 2: Child Protection; Theme 3: Human Resource Development; and Theme 4: Governance cum Cross-cutting Themes on Disaster Risk Reduction Management (DRRM), Inclusive Education, and Gender & Development (GAD).
3. The conference will replicate the usual conduct of research fora in local and international venues. The Department of Education – Division of Sultan Kudarat, particularly the SGOD-PRS, and the secondary school and district research coordinators will manage the conference with the cooperation of the SDO Research Advocates.
4. Official research entries shall be screened by the School and District Research Coordinators in their respective municipalities before being endorsed to the Schools Division Research Committee and upload in the Google Drive link <https://tinyurl.com/tkj22m3f> on or before **September 30, 2026**.
5. In the submission of the full version of the paper, the following shall be observed:
 - Not to exceed 3,500 words in a single space
 - Use A4 size bond paper with **“Bookman Old Style”** font style **font size “11”**
 - Follow a 1-inch margin on all sides
6. The full version of the paper with the “author, date” in-text referencing format, for Oral & Poster Presentations shall have the following parts:
 - Title
 - Abstract (no more than 200 words)
 - Major Parts
 - I. Context and Rationale
 - II. Action Research Questions
 - III. Innovation, Intervention, or Strategy
 - IV. Action Research Methodology

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- a. Research Method
 - b. Participants and / or Other Sources of Data and Information
 - c. Data Gathering Method
 - d. Data Analysis Technique
 - V. Discussion of Results
 - VI. Reflection (*Qualitative Research*) or Conclusion and Recommendation (*Quantitative Research*)
 - VII. References (APA style 7th Edition)
7. The following pointers shall guide presenters for the **Oral Category**:
- a. The oral presentation shall last 15 minutes per Oral Presenter, and another 5 minutes for interpellation.
 - b. Oral presenter will present the gist of the following:
 - Context and Rationale
 - Action Research Questions
 - Innovation, Intervention, or Strategy
 - Action Research Methodology
 - Discussion of Results
 - Reflection (*Qualitative Research*) or Conclusion and Recommendation (*Quantitative Research*)
 - References (APA Style 7th Edition)
8. Presenters for the **Poster Presentation** shall adhere to the following guidelines:
- a. Use a tarpaulin in vertical (portrait) layout that is 48x36 inches.
 - b. Use "Arial" font style, and the font size is not less than "18"
 - c. The poster should include the following:
 - Title
 - Abstract
 - Context and Rationale
 - Action Research Questions
 - Innovation, Intervention, or Strategy
 - Action Research Methodology
 - Discussion of Results
 - Reflection (*Qualitative Research*) or Conclusion and Recommendation (*Quantitative Research*)
 - References (APA Style 7th Edition)
 - d. Poster presenters shall prepare their own standee. It shall be displayed in the designated area a day before the scheduled date of the judging.

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PROPORMA FOR RESEARCH ENTRY

Research Title: _____

Research Proponent/s: _____

Position: _____ Municipality: _____

District: _____ School: _____

Email Address: _____ Mobile Number: _____

Research Category: (Kindly Check)

_____ Oral Presentation _____ Poster Presentation

Research Theme/Sub-theme: (Kindly Check)

_____ Theme 1-A: Teaching and Learning (Sub-themes: Instruction & Curriculum)

_____ Theme 1-B: Teaching and Learning (Sub-themes: Learners Assessment & Learning Outcomes)

_____ Theme 2: Child Protection

_____ Theme 3: Human Resource Development

_____ Theme 4: Governance cum Cross-cutting themes (DRRM, Inclusive Education, Gender & Development)

FULL VERSION OF THE PAPER

(Not exceeding 3,500 words should be strictly followed)

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9. The set of Rubrics for Judging the Best Paper per strand for both Oral & Poster presentations category is presented as follows:

A. RUBRICS IN JUDGING BEST ORAL PRESENTATION

Criteria	Indicator	Levels		
		High	Medium	Low
Part I. Oral Presentation (15%)				
Delivery (10%)	- There is manifestation of mastery of the topic. - There is observance of the elements of speech (pronunciation, enunciation, voice inflection). - The presenter stimulates interest of the listeners.	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)
Logical Presentation (5%)	- The results of the study are presented logically from context and rationale down to the conclusion and recommendation. - Unity and coherence are observed all through every part of the presentation. - Slide decks follow the standards and are easy to comprehend	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Part II. Content (85%)				
Title (5%)	- The title is specific / appropriate. - It captures the essence (purpose, scope / respondents of the study) of the research - The title accurately portrays what the paper is about.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Context & Rationale (10%)	- The background of the study is well-presented. - The general purpose of the study is discussed comprehensively. - There are at least five related literature and studies cited	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)
Innovation, Intervention, or Strategy (15%)	- It clearly describes the IIS being initiated. - The IIS is aligned and appropriate to the identified problem being undertaken. - The concepts should be straight to the point and focus on essential aspects only.	All the 3 indicators are excellent (15 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (12 points)	Only 1 indicator is excellent; others are either good or fair (10 points)
Methodology (10%)	- The research design is appropriate and there is an explanation why it is chosen. - There is a mention of data collection tools and data analysis techniques to be used; they are	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)

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	appropriate for the type of data collected. • It uses appropriate sampling techniques.			
Discussion of Results (15%)	• The graphs, tables, and figures are clearly well-labelled. • The results are well-presented. • The data are analyzed using appropriate statistical tool.	All the 3 indicators are excellent (15 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (12 points)	Only 1 indicator is excellent; others are either good or fair (10 points)
Summary of Findings / Conclusion & Recommendations (15%)	• The study has addressed any policy issue. • The reflection / conclusion answers the research questions and aligned with the findings. • The reflection / recommendations offer concrete solutions to the problems of the study.	All the 3 indicators are excellent (15 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (12 points)	Only 1 indicator is excellent; others are either good or fair (10 points)
Scientific Content (5%)	• The study puts broader context / justification for research. • The study discusses a simple but concise manner. • It is supported by sufficient related studies at least minimum of 5.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
References (5%)	• It observes in-text referencing. • It observes proper citation. • They are varied sources.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Writing Mechanics (5%)	• It observes correct usage of grammar. • It observes correct spelling. • The sentences are short, clear, and free of unnecessary jargon.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)

B. RUBRICS IN JUDGING BEST POSTER PRESENTATION

Criteria	Indicator	Levels		
		High	Medium	Low
Part I. Poster Display (20%)				
First Impression (5%)	• The color schemes used, are easy on the eye. • The font size or style is easy readable. • The poster stimulates interest and discussion.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Layout (10%)	• It is easy to follow the sequence in the poster.	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is	Only 1 indicator is excellent; others are

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	- There is a good flow of information (logical layout of information). - The layout is appropriate.		either good or fair (9 points)	either good or fair (8 points)
Writing Mechanics (5%)	- It observes correct usage of grammar. - It observes correct spelling. - The sentences are short, clear, and free of unnecessary jargon.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Part II. Research Content (80%)				
Title (5%)	- The title is specific / appropriate. - It captures the essence (purpose, scope / respondents of the study) of the research - The title accurately portrays what the paper is about.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Abstract (5%)	- The research purpose is clearly stated. - The methodology is presented well. - The general findings are summarized as well as reflection / conclusion and recommendation.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Context & Rationale (10%)	- The background of the study is well-presented. - The general purpose of the study is discussed comprehensively. - There are at least five related literature and studies cited	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)
Research Questions / Objectives (5%)	- They are clearly stated. - They are aligned with the research title. - The research questions are contextualized by the proponent.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
Innovation, Intervention, or Strategy (10%)	- It clearly describes the IIS being initiated. - The IIS is aligned and appropriate to the identified problem being undertaken. - The concepts should be straight to the point and focus on essential aspects only.	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)
Methodology (10%)	- The research design is appropriate and there is an explanation why it is chosen. - There is a mention of data collection tools and data analysis techniques to be used; they are appropriate for the type of data collected.	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)

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	• It uses appropriate sampling techniques.			
Discussion of Results (15%)	• The graphs, tables, and figures are clearly well-labelled. • The results are well-presented. • The data are analyzed using appropriate statistical tool.	All the 3 indicators are excellent (15 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (12 points)	Only 1 indicator is excellent; others are either good or fair (10 points)
Summary of Findings / Conclusion & Recommendations (10%)	• The study has addressed any policy issue. • The reflection / conclusion answers the research questions and aligned with the findings. • The reflection / recommendations offer concrete solutions to the problems of the study.	All the 3 indicators are excellent (10 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (9 points)	Only 1 indicator is excellent; others are either good or fair (8 points)
Scientific Content (5%)	• The study puts broader context / justification for research. • The study discusses a simple but concise manner. • It is supported by sufficient related studies at least minimum of 5.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)
References (5%)	• It observes in-text referencing. • It observes proper citation. • They are varied sources.	All the 3 indicators are excellent (5 points)	Only 2 indicators are excellent; 1 indicator is either good or fair (4 points)	Only 1 indicator is excellent; others are either good or fair (3 points)

10. Aside from the Certificates as awards to be given to the winners, cash prizes shall also be given to the best presenters.



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Enclosure 2 to DM SGOD-PRS No. **179** s. 2026

STEPS FOR THE SUBMISSION OF MUNICIPAL RESEARCH ENTRIES

To establish system for proper organization of research papers, School and District Research Coordinators are hereby directed to observe the following steps in the Online Submission of the Municipal research entries, which are being classified in the following categories:

OFFICIAL ENTRIES FOR ORAL & POSTER RESEARCH PRESENTATION CATEGORIES

Step 1: Name the file to be uploaded as MUNICIPALITY_SURNAME OF RESEARCH PROPONENT_THEME (e.g. ISULAN_VIDUYA_THEME 1-A)

Step 2: Using DepEd Email, access the link: <https://tinyurl.com/tkj22m3f>

Step 3: After accessing the link, click the appropriate folder corresponding to the research theme

Research Themes	Theme / Sub-themes / Cross-cutting Themes
Theme 1-A	Teaching and Learning (Sub-themes: Instruction & Curriculum)
Theme 1-B	Teaching and Learning (Sub-themes: Learners Assessment & Learning Outcomes)
Theme 2	Child Protection
Theme 3	Human Resource Development
Theme 4	Governance cum Cross-cutting Themes: - Disaster Risk Reduction Management - Inclusive Education - Gender & Development

Step 4: Upload the division official research entry document to the appropriate folder





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Enclosure 3 to DM-SGOD-PRS No. **179** s. 2026

**OFFICIAL LIST OF MUNICIPAL ENTRIES FOR THE
2026 DIVISION RESEARCH CONGRESS**

Municipality: _____

A. Oral Presentation

Research Theme	Research Title	Researcher/s	Number of Entries
Theme 1-A			2
Theme 1-B			2
Theme 2			2
Theme 3			2
Theme 4			2

B. Poster Presentation

Research Theme	Research Title	Researcher/s	Number of Entries
Theme 1-A			3
Theme 1-B			3
Theme 2			3
Theme 3			3
Theme 4			3

Prepared by:

School / District Research Coordinator

School / District Research Coordinator

Approved:

PSDS / Secondary Cluster Head Principal

ROY/SGOD-PRS/CALL FOR SUBMISSION OF ACTION RESEARCH ENTRIES FOR THE 2026 DIVISION RESEARCH CONGRESS/Sept 9, 2026



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Enclosure 4 to DM SGOD-PRS No. **179** s. 2026

EXPECTED NUMBER OF PARTICIPANTS PER MUNICIPALITY
(Includes BERF 2025 & 2026 Recipients)

MUNICIPALITY	BERF 2025	BERF 2026	PRESENTERS & OBSERVERS	TOTAL
Bagumbayan	0	0	25	25
Cumbio	0	2	18	20
Esperanza	0	3	27	30
Isulan	1	1	38	40
Kalamansig	0	0	20	20
Lambayong	0	1	24	25
Lebak	0	0	20	20
Lutayan	0	0	30	30
Palimbang	0	0	20	20
Pres. Quirino	0	0	25	25
Sen Ninoy Aquino	0	5	15	20
Total	1	12	262	275

Note: Expected participants are Education Program Supervisors, Public Schools District Supervisors / Principals-In-Charge, Research Presenters, BERF Recipients, School & District Research Coordinators, Principals / School Heads / Teacher-In-Charge.

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