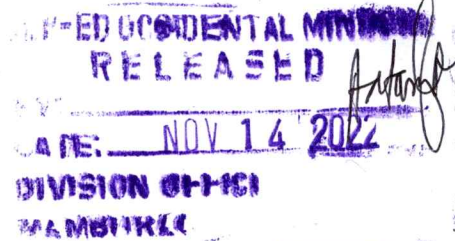




Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OF OCCIDENTAL MINDORO



Office of the Schools Division  
Superintendent

November 14, 2022

**DIVISION MEMORANDUM**  
No. 000423, s. 2022

**Capacity Building of Alternative Learning System (ALS) Teachers on Action and Basic Research**

TO: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
ALS Teachers  
All Others Concerned

1. In support to the Department's promotion and strengthening the culture of research in basic education as stipulated in DO #16, s. 2017 re: Research Management Guidelines, the Alternative Learning System (ALS) personnel and teachers of Occidental Mindoro need capacity building prior to their endeavor of submitting research proposals applicable to the improvement of their learners and community learning centers. This project views for evidence-based decision making for the future initiatives for the better program implementation of ALS in the Division.
2. In connection with this, a three-day Capacity Building of Alternative Learning System (ALS) Teachers on Action and Basic Research shall be conducted on November 22-25, 2022 at Seasons Hotel and Convention Center, San Jose, Occidental Mindoro.
3. This activity aims to:
  - a. capacitate the teachers on the basic elements and structure of action and basic research,
  - b. equip them to identify and comply with the documentary requirements on the conduct of action and basic research, and

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- c. craft research proposals based on the Basic Education Research Agenda focusing on Alternative Learning System
4. This is a LIVE-IN activity. The participants are expected to be at the venue on Day 0-November 22, 2022 at 1:00 pm. All are requested to bring their laptop, flashdrive, and extension cord.
5. Food and accommodation of the participants and program management team shall be charged to ALS Program Support Fund, while the travelling expenses of PMT shall be charged to SDO's MOOE subject to usual accounting and auditing rules and regulations.
6. List of Participants and Matrix of Activities are attached here as Enclosure Nos. 1 and 2.
7. Immediate dissemination of and strict compliance with this Memorandum are directed.

**LYNN G. MENDOZA, EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

By the Authority of the OIC-SDS:

  
**ANICETO N. PAROJINOG**  
Chief Education Supervisor, SGOD

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## Enclosure No. 1: Activity Matrix

Day/ Time	Category	Facilitator/s
<b>Day 0</b>		
7:00-12:00	<b>TRAVEL TIME</b>	
1:00-1:30	<b>REGISTRATION</b>	
1:30-2:00	<b>OPENING PROGRAM</b>	
	Prayer National Anthem MIMAROPA March Occidental Mindoro March Welcome Remarks Presentation of Participants Inspirational Message Presentation of the Purpose  <i>Emcee: Mr. Ralph M. Cajayon</i>	
2:00-5:00	<b>Research Management Guidelines</b>	Dr. Eloisa C. Farenas <i>Senior Education Program Specialist Research &amp; Planning</i>
<b>Day 1</b>		
7:00-8:00	<b>MOL</b>	
8:00-12:00	<b>Basic Research Elements and Structure</b>	Myla R. Suguitan <i>EPS I Division ALS Focal Person</i>
12:00-1:00	<b>LUNCH</b>	
1:00-5:00	<b>Writeshop on Basic Research</b>	Myla R. Suguitan <i>EPS I Division ALS Focal Person</i>
<b>Day 2</b>		
7:00-8:00	<b>MOL</b>	
8:00-12:00	<b>Action Research Elements and Structure</b>	Menia Q. Gamboa <i>PSDS- SJ East &amp; West Division Research TWG Member</i>
12:00-1:00	<b>LUNCH</b>	
1:00-5:00	<b>Writeshop on Action Research</b>	Menia Q. Gamboa <i>PSDS- SJ East &amp; West Division Research TWG Member</i>
<b>Day 3</b>		
7:00-8:00	<b>MOL</b>	
8:00-11:30	<b>Presentation of Outputs</b>	ALS Teachers
11:30-12:00	<b>CLOSING PROGRAM</b>	
	Nationalistic Song Prayer	

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	Impression Challenge Acceptance Vote of Thanks  <i>Emcee: Mr. Ralph M. Cajayon</i>
12:00-1:00	<b>LUNCH</b>

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 [occidental.mindoro@deped.gov.ph](mailto:occidental.mindoro@deped.gov.ph)  
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*Enclosure No. 2: List of Participants*

ALS Teachers:

1. Mark Anthony Aldave
2. Rolando Olimpo, Jr.
3. Shiela Flores
4. Winces Custodio
5. Maribel Asma
6. Ralph Cajayon
7. Dennis Torreliza
8. Joyce Acupido
9. Lim Emilio
10. Jedrick Atienza
11. Enrico Parado
12. Estelito Cayetano, Jr.
13. Rey Francisco
14. Milarose Corpuz
15. Nerresa Provido
16. Kristine Gonzalvo
17. Angelina Vebora
18. Adonis Mendoza
19. Christopher Templado
20. Norlyn Urieta
21. Recel Joy Bernardo
22. Lemwel Ungria
23. Magno Baustista
24. Ruena Dioniso
25. Ian Fher Dionisio
26. Anthony Venus
27. Marissa Venus
28. Rodelyn Clataro
29. Allan Pascasio
30. Ma. Venus Francisco
31. Eduardo Pedrito Martinez
32. Ronald Allan Gaudiel
33. Annasol Mase
34. Camille Jade Pille
35. Sherly Sabado
36. Osler La Guardia
37. Abegail Novelozo
38. Edgardo Urieta
39. Bernadette Balmes
40. Raelyn Enriquez
41. Geraldine Adre

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PMT:

1. Dr. Raquel P. Girao
2. Myla R. Suguitan
3. Menia Q. Gamboa
4. Dr. Eloisa Fareñas
5. Ferdinand M. Alcaraz
6. Jonas Jem E. Villa

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