



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

OFFICE MEMORANDUM

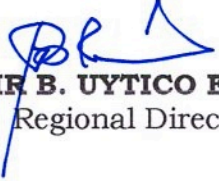
PPRD - 2026 - Oil

JUL 14 2026

VALIDATION AND EVALUATION OF BERF PROPOSALS

To: Assistant Regional Director
All Functional Division Chiefs

1. This Office, through the Policy, Planning, and Research Division (PPRD), announces the conduct of evaluation of the Basic Education Research Fund (BERF) Proposals on July 16 to 20, 2026.
2. Enclosed are the following:
 - a. List of Regional Research Committee (RRC) validators/evaluators and their assigned SDOs;
 - b. Protocols, roles and responsibilities of RRC validators/evaluators;
 - c. Expanded Evaluation Tools for Basic and Action Research;
 - d. RF1_Validation Certificate; and
 - e. RF2_Summary of BERF Proposal Validation.
3. The Summary of BERF Proposal Form shall be submitted to the PPRD on July 20, 2026, 5:00 p.m.
4. For details, contact Joey Ian C. Singson, Education Program Supervisor of the Policy, Planning, and Research Division through email address joey.singson@deped.gov.ph.
5. Immediate dissemination of this Memorandum is desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl: As stated

Reference: As stated

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

Research

PPRD/JIS/Office Memo_BERF Evaluation.docx



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Enclosure A of Inter-Office Memo ____ Validation and Evaluation of BERF Proposals

List of Regional Research Committee (RRC) Validator/Evaluators with their assigned SDOs

Regional Research Committee (RRC) Validators & Evaluators	Schools Division Office
Dr. Serafin G. Fariñas, CES PPRD Adorni G. Sanchez, AO V	Bacolod City La Carlota City
GL John Haro, CES CLMD Felix D. Mosqueda III, PDO IV ESSD	Bago City Negros Occidental
Ma. Lira Cynthia Quejada, CES ESSD Dr. Ma. Melanie P. Romero, EPS Science	Bais City Negros Oriental
Katherine Sedillo, CES HRDD Joe Marie Dolino, EPS Designate HRDD	Bayawan City Sagay City
Dr. Melvin Niñal, CES QAD Michael Guido, EPS Designate SPED	Cadiz City San Carlos City
Dr. Sol Grace Timola, CES, FTAD John Albert Recto, EPS Designate QAD	Canlaon City Sila City
Joey Ian C. Singson, EPS PPRD Atty. Jasper Tadeo Tuala, SAO	Dumaguete City Sipalay City
Dr. Mayleen Joy Fariñas, EPS Mathematics Dr. Luisito Divinagracia, EPS QAD	Escalante City Siquijor
Dr. Nonito Guanzon, EPS ALS Michelle D. Ozoa	Guihulngan City Talisay City
Dr. Nestor A. Amisola Karla P. Antonio	Himamaylan City Tanjay City
Dr. Roy Villacorte Dr. Ednel Matula	Kabankalan City Victorias City
Dr. Serafin G. Fariñas, CES PPRD Joey Ian C. Singson, EPS PPRD Dr. Nestor A. Amisola	RO Submissions RO Submissions PPRD Submissions



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Enclosure B of Inter-Office Memo ____ Protocols, Roles and Responsibilities of RRC evaluators

Protocols, Roles and Responsibilities of RRC Validators & Evaluators

1. The Regional Research Committee Validator/Evaluator (RRC VE) shall receive the research proposals endorsed by the Schools Division Offices (SDOs) and ensure the completeness of all required supporting documents and attachments, including the following:
 - a. Annex 1 Application Form;
 - b. Annex 2 Declaration of Anti-Plagiarism;
 - c. Annex 3 Declaration of No Conflict of Interest;
 - d. Annex 5 Declaration of AI Use;
 - e. Expanded Evaluation Tool (Action or Basic Research) with ratings; and
 - f. Modified SDRC Report of Endorsed Proposals (1 per SDO).
2. The RRC VE shall validate the ratings awarded to each entry using the Expanded Evaluation tool (Action or Basic Research), verify the accuracy and appropriateness of the scores given to every research entry, and ensure consistency and alignment of ratings with the quality and content of the study based on DepEd Order 16, s. 2017 Research Management Guidelines.
3. The RRC is expected to provide constructive, clear, evidence-based, and actionable feedback for each research output. The RRC may also include the strengths, areas for improvement, and recommendations that may enhance the quality and relevance of the study.
4. Any change in the rating or recommendations shall be recorded in the Regional Form (RF) 2_Summary of BERF Proposal Validation.
5. Research completions for this cycle shall end on or before December 15, 2026. All manuscripts must be in for submission to the Central Office; thus, the timetable/Gantt charts/work plans for this research cycle shall end on or before December 15, 2026.
6. Expenses as reflected in the timetable/Gantt charts/work plans must be aligned with the Cost Estimates. Cost estimates must be detailed. Please find attached sample for reference.
7. The RRC VE shall attach the duly signed printed copies of the Regional Form (RF) 1_Certification and Validation document together with the Expanded Evaluation Tool and RF2 to the PPRD at the end of the evaluation.
8. All submitted forms will be subject to final evaluation by the RRC Secretariat for completeness and funding appropriation.



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9. The final list of BERF and non-BERF research proposals will be signed by the Chairman of the RRC.
10. The RRC VE is expected to maintain confidentiality and integrity throughout the evaluation process. No information shall be disclosed to the public, in any platform or medium, without the official communication through a memorandum from the Office of the Regional Director. Violation to this provision shall subject the member of the RRC for ethics review and will be grounds for dismissal from the RRC and participation to any research activities of the Region.



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CERTIFICATE OF VALIDATION

Research Proposal Title	
☐ Action Research	☐ Basic Research

This is to certify that the above-mentioned research proposal has been formally reviewed, evaluated, and validated by the Regional Research Committee (RRC) in accordance with the DepEd Research Management Guidelines (DepEd Order No. 16, s. 2017) and the criteria set forth in the Expanded Evaluation Tool for Appraising Research Proposals.

This certification is issued to affirm that the above research proposal has met the minimum standards for implementation, subject to the recommended revisions.

After a thorough review, the research proposal is hereby

- | | |
|--|--|
| ☐ Approved for BERF Funding | ☐ Approved (non-BERF) |
| ☐ Approved for BERF Funding
with minor revisions | ☐ Approved (non-BERF)
with minor revisions |
| ☐ With Major Revisions | ☐ Disapproved |

Regional Research Committee Evaluators

NAME	POSITION	SIGNATURE	DATE

Recommending Approval:

SERAFIN G. FARIÑAS III, DM
Chief Education Supervisor, PPRD
Vice Chairman, Regional Research Committee

APPROVED:

ANTHONY H. LIOBET JD
Assistant Regional Director
Chairman, Regional Research Committee



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SDO: _____

SUMMARY OF BERF PROPOSAL VALIDATION AND EVALUATION

Rank	Title	Annexes (check if document is present)				Validated Score	Recommendations	Final Remarks
		A1 Application Form	A2 Declaration of Anti-Plagiarism	A3 Declaration of No Conflict of Interest	A5 Declaration of AI Use			
1								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
2								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
3								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
4								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
5								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
6								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
7								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved
8								☐ Approved for BERF Funding ☐ Approved (non-BERF) ☐ Approved for BERF Funding with minor revision ☐ Approved (non-BERF) with minor revisions ☐ With Major Revisions ☐ Disapproved

9									☐ Approved for BERR Funding ☐ Approved (non-BERR) ☐ Approved for BERR Funding with minor revision ☐ Approved (non-BERR) with minor revisions ☐ With Major Revisions ☐ Disapproved
10									☐ Approved for BERR Funding ☐ Approved (non-BERR) ☐ Approved for BERR Funding with minor revision ☐ Approved (non-BERR) with minor revisions ☐ With Major Revisions ☐ Disapproved

Signature over Printed Name of Validator/Evaluator

Signature over Printed Name of RREC

Signature over Printed Name of Validator/Evaluator

Signature over Printed Name of RREC

Recommending Approval:

SERAFIN G. FARINAS III, DM
CES - PPRD
Vice Chairman, Regional Research Committee

APPROVED:

ANTHONY H. LOBET JD
Assistant Regional Director
Chairman, Regional Research Committee