




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



DIVISION MEMORANDUM
 NO. 324 s. 2016

BY: _____ DATE: 16 AUG 2016
 NAME / SIGNATURE

To: **PUBLIC SCHOOLS DISTRICT SUPERVISORS
 SCHOOL HEADS
 MASTER TEACHERS
 ALL CONCERNED PERSONNEL**

From: 
NATIVIDAD P. BAYUBAY, CESO VI
 Officer-in-Charge
 Office of the Schools Division Superintendent

Subject: **CONDUCT OF THE DIVISION RESEARCH CARAVAN**

Date: **August 17, 2016**

1. This is to inform on the conduct of the Division Research Caravan for research advocacy and research paper presentation. It will be participated by all Public Schools District Supervisors, Schools Heads, and Master Teachers.
2. The research caravan will advocate and promote the culture of research in the division. To bring it closer to the field personnel, the following venues, dates and hosts:

CONGRESSIONAL DISTRICT	HOST	DATE
FIRST	Sergio Osmeña National High School	September 14, 2016
SECOND	Sindangan National Agricultural School	September 15, 2016
THIRD	Liloy National High School	September 16, 2016

3. The hosts are directed to prepare the venue of the caravan
4. The Public Schools District Supervisors are directed to facilitate the attendance of the concerned personnel to the caravan as well as the preparation of the paper to be presented.
5. The districts are required to present at least one paper per district using the standards stated in D.O. 43 s. 2015 otherwise known as the "Revised Guidelines on the Basic Education Research Fund (BERF).
6. The travel and incidental expenses incurred by the participants will be taken from their school MOOE subject to the government accounting and auditing procedure.
7. For information, guidance and dissemination.