



Republic of the Philippines  
**Department of Education**

REGION IX  
 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

**Office of the Schools Division Superintendent**

June 5, 2023

Division Memorandum  
 No. 296s. 2023

**FOUR-DAY TRAINING IN TECHNICAL WRITING IN RESEARCH FOR SENIOR HIGH SCHOOL TEACHERS TEACHING RESEARCH AND SELECTED DIVISION RESEARCH TECHNICAL WORKING TEAM (DRTWT)**

**TO:** Assistant Schools Division Superintendents  
 Public Schools District Supervisors/PICDs  
 Concerned School Heads  
 Concerned Senior High School Teachers  
 Concerned Division Research Technical Working Team (DRTWT)  
 This Division

- Pursuant to the Basic Education Act of 2001 (RA 9155) mandating the continuous improvement of basic education through research across all governance levels, this division seeks to strengthen research in curriculum. With this, the Planning and Research of this division will conduct a FOUR-DAY TECHNICAL WRITING IN RESEARCH FOR SENIOR HIGH SCHOOL TEACHERS TEACHING RESEARCH AND SELECTED DIVISION RESEARCH TECHNICAL WORKINGTEAM (DRTWT)
- The purpose of the training is to equip all Senior High School teachers teaching research and selected Division Research Technical Working Team (DRTWT) a working knowledge of technical writing in research to build up its capability in teaching research.
- The training will be held at Top Plaza Hotel, Dipolog City on the following dates:

BATCH 1	BATCH 2	BATCH 3	BATCH 4	BATCH 5
July 25-28	July 31- August 3	August 8-11	August 15-18	August 22-25

4. The training is “live-in” and will start at 12:30 PM on the first day of each batch. Participants are advised to check in the venue before 11:00 AM. First meal will be lunch on the first day.

5. The participants are further advised to bring laptop and extension wire for the workshop.



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6. Enclosed is the list of participants for each batch and the training matrix
7. Compensatory Overtime Credit (COC) or Service Credit (SC) shall be granted for schedules falling on Saturdays, Sundays, holidays, and other days where it applies.
8. Travel and other expenses are chargeable against school funds (MOOE) subject to the usual government accounting and auditing procedures.
9. For information, guidance, dissemination, and compliance.

**ROY C. TUBALLA EMD, JD, CESO VI**  
Schools Division Superintendent

*Encl: as stated*  
*P&R/LAF/DM-SHStrmg*  
*16-O6052023*



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Enclosure No. 1 to DepEd Division Memorandum No. 296 s.2023

**FOUR-DAY TRAINING IN TECHNICAL WRITING IN RESEARCH FOR SENIOR HIGH SCHOOL TEACHERS TEACHING RESEARCH AND SELECTED DIVISION RESEARCH TECHNICAL WORKING TEAM (DRTWT)**

**LIST OF PARTICIPANTS**

<b>BATCH 1</b>			
<b>No.</b>	<b>NAME</b>	<b>SCHOOL</b>	<b>DISTRICT</b>
1	Marissa Amamampang	La Libertad National High School	La Libertad
2	John Francis Bernus	Mutia National High School	Mutia
3	Maricel T. Gonzales	Dilawa National High School	Piñan
4	Lovelyn P. Bano	Piñan National High School	Piñan
5	Juvy Saavedra	Polanco National High School	Polanco I
6	Janet T. Busico	Polanco NHS Ext. - Isis	Polanco I
7	Mary Ann Joy Hawom	Polanco NHS Ext. - Lingasad	Polanco I
8	Rio M. Regencia	Silawe National High School	Polanco II
9	Letecia R. Galeza	San Pedro National High School	Polanco II
10	Mary Rose R. Suasula	Rizal National High School	Rizal
11	Faith Calopiz	Sebaca National High School	Rizal
12	Princess S. Quezon	San Jose National High School	Sergio Osmeña I
13	Vanessa L. Lincuna	Sergio Osmeña NHS	Sergio Osmeña I
14	Jozyl M. Bigcas	Sergio Osmeña NHS-Bagong Baguio	Sergio Osmeña I
15	Evan Keith O. Ebao	Marapong National High School	Sergio Osmeña I
16	Oscar L. Sumbaag	San Isidro NHS	Sergio Osmeña I
17	Rodalisa Ocier	Kanim National High School	Sibutad
18	Rusil D. Dalman	Sawang NHS	Sibutad
19	Sheena Marie S. Calvo	Sibutad NHS	Sibutad
20	Teodoro Moroscallo Jr.	Bulawan Integrated School	Katipunan I
21	Jayson Dapiton	Katipunan NHS	Katipunan I
22	Merpe C. Naong	Matam NHS	Katipunan I
23	Goldy Joy B. Alilong	Don Teotimo Z. Ochotorena NHS	Katipunan II
24	Jesus P. Lopez	Basagan National High School	Katipunan II
25	Shaina Mae A. Asajari	Sitog National High School	Katipunan II
26	Shella Mae Prajenog	Katipunan NHS-Sinuyak Annex	Katipunan II
27	Jennilyn Espe	Seres NHS	Katipunan II
28	Jonah O. Jatico	Bartolome Aripal Memorial NHS	Manukan I
29	JOHN MARK P. LOMOLJO	LILOY NHS	
30	America M. Ponggan	Manukan National High School	Manukan I
31	Shaira B. Abello	Don Jose Aguirre NHS	Manukan II
32	Anthonette A. Ambaloc	Jesus A. Ramos NHS	Manukan II
33	Cyd Ceriales Peras	Saluyong NHS	Manukan II
34	May E. Ramos	Dinasan National High School	Ponot



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35	Michelle T. Ebanay	Manawan NHS	Ponot
36	Marisol A. Duran	Ponot NHS	Ponot
37	Edlyn Pajonellan	President Manuel A. Roxas NHS	Roxas I
38	Joseph L. Barte	Marupay NHS	Roxas I
39	Chelo Mae C. Magsayo	Lipakan NHS	Roxas II
40	Sheena Mae D. Degala	Dohinob NHS	Roxas II
41	Octhoisan P. Rubia-Egos	Moliton NHS	Roxas II
42	Ingrid Gay Emblan	Diongan NHS	Siayan
43	Jocelyn Tumulap	Gunyan NHS	Siayan
44	Jennyca Dompales	Siayan National High School	Siayan
45	Ma. Armelyn Alegria	Sindangan NAS	Sindangan Central
46	Roxen M Abapo	Sindangan National High School	Sindangan Central
47	Joren Z. Aligato	Doña Natividad L. Macias IS	Sindangan North
48	Brian Ted D. Rapal	Lapero NHS	Sindangan North
49	Sheila Marie A. Surem	Julian Soriano MCHS	Siocon
50	Angelie Cemini	Siay IS	
51	Evanessa V. Jutingco	Siocon SNHS	
52	Mooneyca Bongcawil	Sta. Maria National High School	
53	Ryan P. Sarino	Dacon NHS	Sirawai
54	Charisa L. Suan	Sirawai NHS	
55	Zhaipa M. Ontong	Mauricio V. Landingan IS	
56	Chelle DeeE. Cabasag	Situbo National High School	Tampilisan
57	MARIO ONTANAN	Baliguian NHS	Baliguian
58	ARNEL BUBAN	Milidan ES	Baliguian
59	PETER IAN PANTALITA	Siocon Science HS	Siocon
60	IVOR ONTOY	Rizal CS	Rizal
61	ROLDAN CALAPIZ	Sinadangan NAS	Sindanga Central
62	ANGELITA LUMAKIN	Sinadangan NAS	Sindanga Central
63	JOEL TIQUEL	Salug NHS	Salug I
64	FHEBE SELORIO	Seres NHS	Katipunan II
65	JOSEPHINE ROMERO	Godod NHS	Godod
66	JOSEPH Ryan Vergara	Magangon ES	Polanco I
67	MARK C. MARAVILLAS	SPEAKER	GUTALAC I
68	SIEGFRED TAGUPA	SPEAKER	SINDANGAN NORTH
69	RICHARD ACAYLAR	SPEAKER	BACUNGAN
70	LEONIDO A. PAMPILO	FOCAL PERSON	SDO
71	GIPAREL B. ELUMBA	SECRETARIAT	SDO
72	HAZEL J. RANJITH	SECRETARIAT	SDO
73	LALAINÉ JARANAY	SECRETARIAT	SDO
74	CHERYL OCUPE	MEDICAL TEAM	SDO
75	HORLITA BALAIS	MEDICAL TEAM	SDO



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<b>BATCH 2</b>			
<b>No.</b>	<b>NAME</b>	<b>SCHOOL</b>	<b>DISTRICT</b>
1	Myrna B. Lacquio	Siari John H. Roemer NHS	Sindangan North
2	Noh D. Sappal	Bartolome Lira, Sr. NHS	Sindangan North
3	Madel P. Luching	Dumalogdog NHS	
4	Richard Baguio	Bacungan National High School	Bacungan
5	Noel G. Ormillo	Palandok NHS	
6	Neil John Saburao	Talinga NHS	
7	Ronnel Postanes	Tinuyop NHS	
8	Iairene L. Dignos	Alam Mudja Sai NHS	Baliguian
9	Clemencia P. Guinoo	Baliguian NHS	
10	Harold Kim R. Sarang	Godod NHS	Godod
11	Arlene F. Ducal	Raba NHS	
12	Rinafel P. Bermudez	Sianan NHS	
13	Brenda Sabejon	Canuto Enerio NHS	Gutalac I
14	Roselito D. Tatoy	Gutalac NHS	
15	Anacil B. Badong	Gutalac NHS-San Juan	
16	Judy Ann P. Buhian	Gutalac NHS Ext.-Panganuran	
17	Gerlyn G. Banlaygas	Gutalac NHS Ext.-Tipan	Gutalac II
18	Angela D. Antiquina	Gutalac NHS Ext.-Annex	
19	Gladys C. Miravillo	Batayan NHS	Kalawit
20	Marvin A. Mohametano	RABA nhs	
21	Jenny Viel O. Doromal	Kalawit NHS	
22	Allan B. Buco	Pianon NHS	
23	Mary Joy L. Masibay	Kalawit NHS Ext. – Paraiso	
24	Girlie J. Rocha	Tugop National High School	
25	Lorlyn B. Tejada	Balas NHS	Labason
26	Gecela S. Tamayo	Kipit Agro-Fishery High School	
27	Elmar Morta	Malintubuan NHS	
28	Jeremae A. Siangco	Matias C. Ranillo NHS	
29	Rosenda D. Pasilan	Ubay National High School	
30	Elvie T. Balendres	Ubay NHS-Patawag Extension	
31	Kerwin C. Fabillaran	Compra NHS	Liloy I
32	Nelson L. Recanil	Liloy NHS	
33	Jerry B. Flores	Balakan NHS	Salug I
34	Diofel L. Lacaya	Salug NHS	
35	Ruby Joy Hechanova	Bacong NHS	Salug II
36	Gabriel C. Lapura	Binoni NHS	
37	Princess Elaine Carpila	Cawit-Cawit NHS	Sibuco
38	Elsa P. Sison	Malayal NHS	
39	Shanai C. Tajala	Sibuco NHS	
40	Mary Grace Baang	Canatuan NHS	Siocon
41	Sheila Marie A. Surem	Julian Soriano MCHS	
42	KIRK B. TANARA	SPEAKER	MUTIA



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43	ALGIE REGANON	SPEAKER	RIZAL
44	M. ANTONIETTE WAHING	SPEAKER	RIZAL
45	LEONIDO A. PAMPILO	FOCAL PERSON	SDO
46	GIPAREL B. ELUMBA	SECRETARIAT	SDO
47	HAZEL J. RANJITH	SECRETARIAT	SDO
48	LALAINA JARANAY	SECRETARIAT	SDO
49	JOY DANO	MEDICAL TEAM	SDO
50	JOY LABOG	MEDICAL TEAM	SDO

**BATCH 3**

No.	NAME	SCHOOL	DISTRICT
1	Mary Rose T. Gandilan	Tampilisan NHS	Tampilisan
2	Claire Alforque	La Libertad National High School	
3	RICHARD A. DADAN	BACUNGAN NATIONAL HIGH SCHOOL	
4	BRIAN TED D. RAPAL	LAPERO NHS	
5	GLYDEL A. ABELLO	DON JOSE AGUIRE NATIONAL HIGH SCHOOL	
6	ANTHONETTE C. AMBALOC-REHILL	JESUS A. RAMOS NATIONAL HIGH SCHOOL	
7	SHEILA M. NAO-NAO	POLANCO NATIONAL HIGH SCHOOL	
8	KERWIN S. EGUIA	SIAYAN NHS	
9	MITZIE MARIE M. GADAYAN	GUNYAN NHS	
10	VANESSA L. LINCUNA	SERGIO OSMEÑA NHS	
11	MARYJANE T. ABILA	SAN ISIDRO NHS	
12	EVAN KEITH EBAO	MARAPONG NHS	
13	JERRY FLORES	BALAKAN NHS	
14	IVY MAE BULABON	SALUG NHS	
15	J-ANN B. LAGRIA	Gutalac NHS	
16	JONNA C. TIQUEL	TIPAN NHS	
17	NORWIN TAETAP	MUTIA NHS	
18	PHOEBE LOU BICOY	MUTIA NHS	
19	SUNNY ROBERT ACOPIADO	MUTIA NHS	
20	HONEYJOY BARSUBIA	SIBUCO NHS	
21	PRESLY S. LUYAO	MALAYAL NHS	
22	ELMERA TAGAPAN	PONOT	
23	JONA MIRAVELES	PONOT	
24	JESSIEL VIDAD	PONOT	
25	ROSARIO DONQUE	PONOT	
26	SARA GIEN C. BAGARINAO	DUMALUGDOG NHS	
27	ELIZABETH S. RECENTES	BARTOLOME LIRA NHS	
28	CLYDE JERRY P. LECIAS	BARTOLOME LIRA NHS	
29	SHENNE MAE D. DEGALA	DOHINOB NHS	
30	EMMANUEL B. BAYRON	RIZAL NHS	
31	CLEMENCIA P. GUINOO	BALIGUIAN	
32	ZAIRAH A. SALASAYO	BALIGUIAN	



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33	CHARLYN P. TAN	SIOCON NHS	
34	SUZZANE A. USIN	SIOCON NHS	
35	RAFAEL K. LU-ANG	SIOCON NHS	
36	LOUIE S. PALACAY	STA. MARIA NHS	
37	ROWENA L. ASNA	STA. MARIA NHS	
38	SHILA VIDA D. BAHANDI	JULIAN SORIANO MNHS	
39	SHILA MARIE A. SUREM	JULIAN SORIANO MNHS	
40	MA. ARMELYN A. ALEGRIA	SINDANGAN NAS	
41	JESSIE M. NAVA	SINDANGAN NAS	
42	MARK C. MARAVILLAS	SPEAKER	GUTALAC I
43	SIEGFRED TAGUPA	SPEAKER	SINDANGAN NORTH
44	RICHARD ACAYLAR	SPEAKER	BACUNGAN
45	LEONIDO A. PAMPILO	FOCAL PERSON	SDO
46	GIPAREL B. ELUMBA	SECRETARIAT	SDO
47	HAZEL J. RANJITH	SECRETARIAT	SDO
48	LALAINE JARANAY	SECRETARIAT	SDO
49	RAMON SUAREZ	MEDICAL TEAM	SDO
50	JESSICA CABURATAN	MEDICAL TEAM	SDO

**BATCH 4**

No.	NAME	SCHOOL	DISTRICT
1	ROXEN ABAPO	SINDANGAN NHS	
2	GRABIEN SON ABE	SINDANGAN NHS	
3	MON ANNA SUZETTE MALUNES	SINDANGAN NHS	
4	ARCHIE PACUNLA	KIPIT AFHS	
5	ARNELL B. ANDALOP	KIPIT AFHS	
6	MARIA FE SUAVES	KIPIT AFHS	
7	GRACEL MAY C. BULA	COMPRA NHS	
8	REYNALDZON E. BOYAN	LILOY NHS	
9	CHRISTILYN C. SORIANO	LILOY NHS	
10	CHARILYN T. BAGASINA	LILOY NHS	
11	GADWIN DELA CRUZ	KATIPUNAN NHS	
12	ARNEL B. ALANO	KATIPUNAN NHS	
13	MARIVIC S. MARQUEZ	KATIPUNAN NHS	
14	MERPE C. NAONG	MATAM NHS	
15	TEODORO MOROSCALLO	BULAWAN NHS	
16	SALMI TANGGAPA	SERES NHS	
17	CHARIES M. ABING	DTZO NHS	
18	DIANNE JOY ALERIA	SINUYAK NHS	
19	EMELYN REBOSURA	SIRAWAI	
20	JAYMART GONZALES	SIRAWAI	
21	JEMSON REVELLO	SIRAWAI	
22	RYAN SARINO	SIRAWAI	
23	VICSON C. FERNANDEZ	BACUNGAN NHS	



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24	ELVEME T. BEDIG	BACUNGAN NHS	
25	RUENA L. LAURITO	SIARI JHRMNHS	
26	DAVE MICHAEL V. LIBATO	SIARI JHRMNHS	
27	Marvin Mohametano	Raba NHS	
28	Reyna Pepito	Sianan NHS	
29	REXON DUNQUE	DOÑA NATIVIDAD MACIAS IS	
30	CYD C. PERAS	SALUYONG NHS	
31	LEAR ROMAGUERA	PNHS-ISIS	
32	SHEMEI O. BALDE	LINGASAD EXT.	
33	MERGING S. OGUIS	SIAYAN NHS	
34	ESTERLITA PONGASI	GUNYAN NHS	
35	ABDULNHAEM ABDULHAKIM	FELICIANO CASTILLO NHS	
36	LUCELO TAGAPAN	SERGIO OSMEÑA NHS	
37	PRINCE AUGUST CONDE	SERGIO OSMEÑA NHS	
38	JOZYL M. BIGCAS	BAGONG BAGUIO NHS	
39	JAMEBOY QUICO	GUTALAC NHS	
40	RAYMUND SAMUYAG	MAMAWAN ANNEX	
41	CLARISSA S. HUGASAN	STA MARIA HS	
42	KIRK B. TANARA	SPEAKER	MUTIA
43	ALGIE REGANON	SPEAKER	RIZAL
44	M. ANTONIETTE WAHING	SPEAKER	RIZAL
45	LEONIDO A. PAMPILO	FOCAL PERSON	SDO
46	GIPAREL B. ELUMBA	SECRETARIAT	SDO
47	HAZEL J. RANJITH	SECRETARIAT	SDO
48	LALAINA JARANAY	SECRETARIAT	SDO
49	GLINDA OCA	MEDICAL TEAM	SDO
50	MA. GINA CHIONG	MEDICAL TEAM	SDO

**BATCH 5**

No.	NAME	SCHOOL	DISTRICT
1	Raymond Tromata	Daniel Maing IS	
2	JAYSON A. DAPITON	Katipunan NHS	
3	TIMOTEO MORENO	Katipunan NHS	
4	MARK JAYSON BANTIAD	Kipit AFHS	
5	RAMIL BARILLO	Kipit AFHS	
6	EDITHA C. BUCAN	Siayan NHS	
7	Ayang Aripin	Malayal NHS	
8	Edwin Badlon	Sebaca NHS	
9	Jed Nieves	SDO	
10	Wilson H. Inding	SDO	
11	Nheymross Sugod	Juan Bugarin CS	
12	Loida J. Gimang	Milad ES	
13	Albert Hisoler	Inuman ES	
14	Algie B. Alcala	Kalawit CS	



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15	Jerry Adkins		
16	Joseph Glenn C. Abapo		
17	Rysa Intic	Felipe Cadavedo CS	
18	Stephen Brya Tabarno	Bitoon ES	
19	Renante Pongasi	Gatas ES	
20	Rigel Pamunag	Tugop ES	
21	Renelda Salatandre	La Libertad CS	
22	Editho Hisoler	Tinaplan IS	
23	Levy Aguilar	Marcelo ES	
24	Armando Rizada	Dona Natividad IS	
25	Ariel Baculina	Paraiso ES	
26	Cerad Banggot	Banuangan IS	
27	GLYDEL A. ABELLO	Don Jose Aguirre NHS	
28	Glynes Guevara	Isis ES	
29	Jame Socrates Abapo	Lope J. Anana ES	
30	Jissel Zozobrado	Liloy II	
31	Lynbert C. Maloloy on	Dipopor ES	
32	Jaolana Bica	Puliran ES	
33	Mary Face Eguia	Gupot ES	
34	Rowena Cabanlit	Dabiak ES	
35	Marchel Abellera	SONHS	
36	Annie Dumajel	Batayan NHS	
37	Leodegracia Castillon	Seres NHS	
38	Leonora L. Venezuela	Sianib NHS	
39	Joseph Obnimaga	Sibutad NHS	
40	Wilven Grejaldo	Doroteo Noval ES	
41	Alma Lapinig	Binuangan ES	
42	MARK C. MARAVILLAS	SPEAKER	GUTALAC I
43	SIEGFRED TAGUPA	SPEAKER	SINDANGAN NORTH
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Enclosure No. 2 to DepEd Division Memorandum No. \_\_\_\_ s.2023s

**FOUR-DAY TRAINING IN TECHNICAL WRITING IN RESEARCH**

**Indicative Program of Activities**

TIME	TOPIC	IN-CHARGE
<b>DAY 1</b>		
<b>12:00 – 1:00</b>	<b>LUNCH, ARRIVAL AND REGISTRATION</b>	
1:00 – 1:30	PRELIMINARIES	SECRETARIAT
1:30 – 3:00	RESEARCH: What is your problem? ✦ Pre-test ✦ Challenges in research. ✦ Identification of the research problem. ✦ Output presentation.	LEONIDO A. PAMPILO JR.
3:00 – 5:00	Quantitative vs. Qualitative Research	MARK C. MARAVILLAS
<b>6:00 – 7:00</b>	<b>DINNER</b>	
<b>DAY 2</b>		
8:00 – 8:30	MOL	SECRETARIAT
8:30 – 12:00	The research question/objectives ✦ Lecture ✦ Workshop ✦ Output presentation.	LEONIDO A. PAMPILO JR.
<b>12:00 – 1:00</b>	<b>LUNCH</b>	
1:00 – 5:00	The research methodology ✦ Lecture ✦ Workshop (identification of research methodology). ✦ Output presentation.	KIRK B TAÑARA
<b>6:00 – 7:00</b>	<b>DINNER</b>	
<b>DAY 3</b>		
8:00 – 8:30	MOL	SECRETARIAT
8:30 – 12:00	1. Plan for data analysis. 2. Review of related literature.	KIRK B TAÑARA
<b>12:00 – 1:00</b>	<b>LUNCH</b>	
1:00 – 5:00	1. Sampling 2. Developing the research instrument. 3. Citations 4. Writing the title.	MARK C. MARAVILLAS
<b>6:00 – 7:00</b>	<b>DINNER</b>	



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<b>DAY 4</b>		
8:00 – 8:30	MOL	SECRETARIAT
8:30 – 10:00	Writing the introduction	KIRK B TAÑARA
10:00 – 12:00	Post-test and Closing program	SECRETARIAT



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