



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



DIVISION MEMORANDUM

No. 288, s. 2019

To : All Interested Teaching, Teaching-related and Non-teaching Personnel
Incumbent Research Technical Working Committee (TWC) Members
Others Concerned

**Membership Intent to Baguio City Division Research Technical Working Committee
for September 2019 to August 2020**

1. All interested Teaching, Teaching-related and Non-teaching personnel are welcome to be members of the Baguio City Division Research Technical Working Committee to serve from September 2019 to August 2020.
2. Qualifications are as follows:
 - a. Willing to render service through panel reviews of researches and other related tasks given with no added compensation except service credits/compensatory overtime credits depending on the time/service rendered accordingly;
 - b. Willing to undergo training and workshop/s;
 - c. Knowledge with the following legal bases of research management:
 - DepEd Order No. 16, S.2017 - Research Management Guidelines
 - DepEd Order No. 39, S. 2016 – Adoption of the Basic Education Research Agenda
 - Division Memo No. 428 S. 2018 - Updated Research Manual of Schools Division of Baguio City as of September 2018
 - Division Memo No. 254 S. 2019 – Research Management System as of July 2019
 - d. Experience in research management
3. Interested individuals shall signify their interest by filling up the form that can be accessed through <https://tinyurl.com/researchTWCintent2019> **ONLY** on or before **August 9, 2019**. The link will be closed after the given due date.
4. **NO** other means of application will be entertained.
5. The new Official list of Baguio City Division Research Technical Working Committee from September 2019 to August 2020 shall be released through a Division Memorandum.
6. Immediate and wide dissemination of this Memorandum to all concerned is desired.

FEDERICO P. MARTIN, EdD, CEdd, CESO V
Schools Division Superintendent