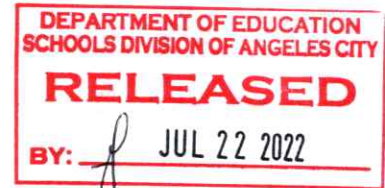




Republic of the Philippines  
**Department of Education**  
Region III  
Schools Division of Angeles City



July 21, 2022

**DIVISION MEMORANDUM**

No. 264 s. 2022

**Division Training - Workshop on the Preparation of Madrasah Education Program (MEP)  
Innovation and Action Research**

To: Assistant Schools Division Superintendent  
OIC CID and SGOD -Chiefs  
Public Schools District Supervisors  
Public Elementary School Heads

1. Relative to DepEd Order No. 41, s 2017 titled Policy Guidelines on Madrasah Education in the K to 12 Basic Education Program, DepEd Order No. 25, s. 2021 titled Revised Implementing Guidelines on the Utilization of Fund for Madrasah Education Program and DepEd Order No. 16, s.2017 titled, Research Management Guidelines, the Department of Education (DepEd) through SDO Angeles City continues to promote and strengthen the culture of research in basic education. With this, the Division ALIVE Coordinator will conduct **"Division Training-Workshop on the Preparation of MEP Innovation and Action Research"** on July 26, 2022, to July 28, 2022, from 8:00 am to 5:00 pm at Sto. Rosario Elementary School.
2. The objectives of the training are as follows:
  - 2.1. to engage teachers and asatidz in doing Madrasah Education Program action research and innovation;
  - 2.2. to discuss the phases of action research and innovation; and
  - 2.3. to select contestants for the regional level "Search for Best MEP Action Research and innovation.
3. Participants to this activity are the Division ALIVE Coordinator, Asatidz, select teachers, and School ALIVE Coordinators.
4. As stipulated in DepEd Order No.53, s 2003, teacher participants who rendered services during the conduct of an activity which may fall on weekends, holidays, or non-working days are entitled to service credits equivalent to 8 hours of service per day.
5. Attached are the following documents for information and guidance:



Address: Jesus Street, Pulungbulu, Angeles City  
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Enclosure No.1- List of Participants  
Enclosure No. 2 Technical Working Committee  
Enclosure No.3 – Training Matrix of Division Training - Workshop on the Preparation of MEP  
Innovation and Action Research

6. Food and other expenses shall be charged against Madrasah Education Program Support Fund subject to the usual COA auditing and accounting rules and regulations.
7. Immediate and wide dissemination of this memorandum is desired.

**MA. IRELYN P. TAMAYO PhD, CESO V**  
Schools Division Superintendent



*en 7022-234*  
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Enclosure No. 1

**Division Training - Workshop on the Preparation of MEP Innovation and Action Research**

List of Participants

No.	Name	School
1	NORHAMIDA P. ABDULCARIM	Sta Maria Elem. School
2	NORHAIDA L. SARIP	Pampang Elem. School
3	ALMAIRAH A. SARIP	Pampang Elem. School
4	SAIDAH G. BAMRA	Lourdes Northwest Elem. School
5	NORSANAH A. SOLAIMAN	Cutcut Elem. School
6	MOHAMMAD ALI T. SALIC	Sto.Rosario Elem Sch
7	NORHAYA L. DATUCALI	Jose P. Dizon Elem Sch
8	SITTINOR M. SULTAN	Jose P. Dizon Elem Sch
9	FATIMA P. CASIM	Sta.Teresita Elem School
10	LEONORA P. TADEO	Sto.Rosario Elem. Sch
11	AGATHA CHRISTIE G. SAMPANG	Jose P. Dizon Elem Sch
12	MAY M. MANIO	Pampang Elem. School
13	JEFFREY BAQUING	Marisol Bliss Elem School
14	JEFFREY PAUL LAUDIT	Sto.Rosario Elem. School
15	PHILIP SCOTCH A. OCAMPO	Malabantias Integrated School
16	MERLITO D. BABANTO	Malabantias Integrated School
17	LEA MAY DAVID	Malabantias Integrated School
18	RACHELLE ANN C. PAYABYAB	TPinio Elem. School
19	SHIELA C. MELO	Marisol Bliss Elem School
20	KAREN C ESPELETA	Sta. Maria Elem. School
21	SHERYL M MANALASTAS	Cutcut Elem. School
22	RYAN M MACABANDING	Sta.Teresita Elem School
23	MICHELLE D. PANGILINAN	Sta.Teresita Elem School



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**Enclosure 2**  
**Technical Working Committee**

ANASTACIA NIMFA P. AQUINO, EdD	Chairman
MAY M. MANIO	Co-Chairman:
ALMAIRAH A. SARIP SAIDAH G. BAMRA AGATHA CRISTIE G. SAMPANG NORSANAH A. SOLAIMAN	Members

**Enclosure No. 3**

**Division Training - Workshop on the Preparation of MEP Innovation and Action Research**  
**July 26 ,27 and 28**

**TRAINING MATRIX**

**Day 1- July 26, 2022**

<b>TIME</b>	<b>ACTIVITIES</b>	<b>PERSON IN-CHARGE</b>
8:00- 8:30	Registration and Preliminary Activities	May M. Manio, Agatha Cristie Sampang
8:30-9:00	Opening Program	Saidah G. Bamra, Almairah A. Sarip, Norsanah A. Solaiman
9:00-10:00	Session 1: Innovation in Education	Rose Joy D. Diaz Teacher III , SMES
10:00-10:15	Health Break	



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10:15-11:00	Session 2: The Innovation Proposal Template (Division Memorandum No. 133 s. 2022) Stages 1-2: Empathy Exercise and Defining the Problem	Rose Joy D. Diaz Teacher III , SMES
11:00-12:00	Break-Out Activity #1: Accomplishing Stage 1 Worksheet (Empathy Exercise)	Participants
12:00-1:00	Lunch Break1	
1:00-2:00	Break-Out Activity #2: Accomplishing Stage 2 Worksheet (Defining the Problem)	Participants
2:00-3:00	Session 3: The Innovation Proposal Template Stage 3: Ideating Solutions Stages 4 and 5: Prototyping and Testing	Rose Joy D. Diaz Teacher III, SMES
3:00-3:15	Health Break	
3:15-4:30	Break-Out Activity #3 Accomplishing Stage 3 Worksheet (Ideating Solutions) Stages 4-5 Worksheet: Prototyping and Testing	Rose Joy D. Diaz. Teacher III, SMES  Participants
4:30-5:00	Presentation of Sample MEP Innovation	Saidah G. Bamra



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Teacher 1 , LNWES

**DAY 2 – JULY 27,2022**

TIME	ACTIVITIES	PERSON IN-CHARGE
8:00- 9:00	Session 1: Research in the Basic Education Curriculum: Legal Bases in the Philippines Action Research: An Introduction How to Conduct an Action Research	Nerizza S. Catacutan Master Teacher 1 ,MBES
9:00-10:00	Session 2: How to STATE PROBLEMS	
10:00-10:15	Health Break	
10:15-12:00	Workshop 1 1. Identify a problem at the classroom level in your school or work setting.. Explain why you consider it a problem.. What possible harm or damage can the problem do if it were left unchecked? Who are affected most by the problem? What can be done to solve the problem you have cited. 2. Formulate the problem into a major research question. 3. Transform the problem into a research topic/title.	Participants Nerizza S. Catacutan Master Teacher 1 ,MBES
12:00- 1:00	Lunch Break	
1:00- 1:30	Presentation of Output	Participants
1:30 – 2:30	Session 3: Writing the Literature Review	Nerizza S. Catacutan Master Teacher 1 ,MBES
2:30 – 3:00	Health Break	



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3:00 – 4:00	Session 4: Data Collection	Nerizza S. Catacutan, Master Teacher 1 ,MBES
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**DAY 3 – JULY 29, 2022**

TIME	ACTIVITIES	PERSON IN-CHARGE
8:00- 10:00	Session 5: Crafting of Research Proposal and Orientation of Research Guidelines	Maria Leonora E. Vinoya
10:00- 10:15	Health Break	
10:15 – 12:00	Workshop 2	Participants
12:00 – 1:00	Lunch Break	
1:00 - 4:00	Presentation of Output and Critiquing	Participants Anastacia Nimfa P. Aquino, EdD
4:00 – 5:00	Closing Program	



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