



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

May 13, 2025

Division Memorandum
No. 246, s. 2025

**SUBMISSION OF REGIONAL BULLETIN FOR THE REGIONAL RESEARCH
JOURNAL PUBLICATION**

**To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/Specialists
Public Schools District Supervisors/ Principals/ Head Teacher-in-
Charge of the Districts
School Heads of Public Schools
Basic Education Research Fund – Completed Grantees
All Others Concerned**

1. Attached is the Regional Memorandum No. 427 s. 2025 dated May 09, 2025 regarding the Submission of Research Bulletin for the Regional Research Journal Publication, which is self-explanatory.
2. Immediate dissemination of this Memorandum is desired.

FELICIANO C. BUENAFE, JR., CESO VI
Schools Division Superintendent

Encl: As stated
Reference: RM. 427, s. 2025
To be indicated in the Perpetual Index
under the following subjects

RESEARCH

PUBLICATION

ORGANIZATION

MJDL



Población, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS


MAY 09 2025

REGIONAL MEMORANDUM
No. 421, s. 2025

**SUBMISSION OF RESEARCH BULLETIN FOR THE REGIONAL
RESEARCH JOURNAL PUBLICATION**

To: Schools Division Superintendents
All Others Concerned

1. Pursuant to the mandate of DepEd Order No. 16, s. 2017 (Research Management Guidelines) on the dissemination and utilization of basic education research outputs in various settings and across governance level, this Office, through the Policy, Planning and Research Division (PPRD) will accept research bulletins for the regional research journal publication.
2. Anent this, all Schools Division Offices are requested to submit at least five selected research bulletins of completed research funded by the 2022, 2023, and 2024 Basic Education Research Fund (BERF) on or before May 21, 2025 via OneDrive using the link: <https://shorturl.at/34VrI>.
3. All research bulletins shall conform with the attached format (Enclosure 1) and compose of at least 2 action research and at least 1 basic research; however, 5 action research are allowed for SDOs without completed basic research.
4. Moreover, the Regional Research Journal Editorial Board shall facilitate the conduct of research publication activities (Enclosures 2 & 3).
5. For clarification and further inquiries, contact Alan A. Pornel and Janine E. Galindo of the PPRD Office through the Telephone No.: (033) 337-0149 local 1009.
6. Immediate dissemination of and compliance with this Memorandum are desired.


CRISTITO A. ECO, CESO III
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

Encl: As stated
Reference: DO No.16, s. 2017
To be indicated in the Perpetual Index
under the following subjects:

RESEARCH PUBLICATION ORGANIZATION

AAP/PPRD-RM on Submission of Research Bulletins
Q2_RM_08/May 08, 2025



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033) 337-0149
Email Address: region6@deped.gov.ph
Website: region6.deped.gov.ph



Certificate No. PHP QMS
24 93 0184



Republic of the Philippines
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REGION VI-WESTERN VISAYAS

Enclosure 1

RESEARCH BULLETIN FORMAT

(in Word Document File, two columns, single spacing, justified alignment,
Bookman Old Style font, font size 11)

RESEARCH TITLE

Name of Researcher/s
Schools Division Office
BERF Funding Year

BACKGROUND AND RATIONALE

What was the situation/problem/issue investigated?

- What triggered the issue? When did it originate?
For how long has the issue been happening?
- Are there any evidences supporting the existing issue?
Cite relevant literature, previous studies, existing M&E reports, and administrative data supporting the existing problem.

What was/were the research question/s of the study?

RESEARCH FINDINGS

What was/were the research method(s) used?

- Who were the participants/respondents of the research? How were they selected?
- What was/were the data gathering method/s used in the study?

- What was/were the data analysis method/s used to analyze the gathered data?
What were the key findings of the research conducted?
- Present and briefly describe relevant graphs and figures, if any.

CONCLUSIONS AND RECOMMENDATIONS

What are the general conclusions of the study? (in paragraph form)
How can the research findings be utilized in improving practice, processes, programs, and policies?

- For action research, what were the action points of the teacher-researcher after the study?
- What are the practices, processes, programs, and policies where the key findings may be utilized?
- What actions to be taken by key individuals or institutions?

REFERENCES

- In APA format



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Enclosure 2

REGIONAL RESEARCH JOURNAL EDITORIAL BOARD

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Enclosure 3

PUBLICATION TIMELINE

Activities	Date	Responsible Persons
1. Submission of selected Research Bulletins through OneDrive	May 9 – 21, 2025	SDO SEPS for Planning and Research
2. Review of Research Bulletins for publication	May 26 – 30, 2025	Journal Editors
3. Revision of reviewed research bulletins	June 2 – 6, 2025	Researchers
4. Review of revised research bulletins to recommend for peer review	June 9 – 13, 2025	Journal Editors
5. Peer review of research bulletins for publication	June 16 to July 4, 2025	Peer Reviewers
6. Revision of peer reviewed research bulletins	July 7 – 18, 2025	Researchers/Journal Editors
7. Proof reading and finalization of research bulletins for lay-outing	July 21 to August 1, 2025	Journal Editors
8. Lay-outing and printing of research journal	August 4 to October 3, 2025	Journal Editors
9. Distribution of research journal	October 15, 2025 onward	RO Research Coordinators



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