



Republic of the Philippines  
**Department of Education**  
 CARAGA REGION

TOP SECRET  
 APR 18 2022  
 d

April 18, 2022

REGIONAL MEMORANDUM  
 No. 0306, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS  
 This Region

CAPACITY BUILDING ON ACTION RESEARCH WRITING  
 BATCH 1, 2, 3 AND 4

1. The Department of Education (DepEd) Caraga, through the Human Resource Development Division (HRDD), shall conduct a **Capacity Building on Action Research Writing Batch 1, 2, 3 and 4** via zoom application.
2. This professional development program is recognized by NEAP Central Office with **Program/Course Recognition Number PD-2022-0084-0104** and CPD accredited by the PRC with **PTR-2020-374-1325, PTR-2020-374-1343, PTR-2020-374-1344 and PTR-2020-374-1369**, respectively.
3. Below is the batch number, schedule of conduct and required number of participants per division. Teacher-participants are required to register through <https://tinyurl.com/4yw3hjds>.

Batch	SDO	Number of Participants
Batch 1 May 4-6, 2022	1. Agusan del Norte	30
	2. Agusan del Sur	30
	3. Bayugan City	30
Batch 2 May 11-13, 2022	1. Bislig City	30
	2. Butuan City	30
	3. Cabadbaran City	30
Batch 3 June 1-3, 2022	1. Dinagat	30
	2. Surigao City	30
	3. Surigao del Norte	30
Batch 4 June 8-10, 2022	1. Surigao del Sur	30
	2. Siargao	30
	3. Tandag	30

4. This professional development program addresses and strengthens the capacity of elementary and secondary teachers and master teachers to demonstrate in-depth understanding of the processes of action research writing.



Address: J.P. Rosales Avenue,  
 Butuan City  
 Trunkline No: (085) 342-8207  
 Telefax No: (085) 342-5969  
 Email: caraga@deped.gov.ph



2022-04-04507  
 Document Control No:  
 DepEdRO13-F-REC-013/R3/02-18-2020



5. SDOs through the SEPS/EPS II of the Human Resource Development Section (HRDS) shall submit the official list of participants to this office on or before May 2, 2022.
6. Expenses incurred in the conduct of this activity shall be charged against Human Resource Training and Development (HRTD) Funds with SARO No. OSEC-13-21-3220 subject to the usual accounting and auditing rules and regulations.
7. For queries, contact Ms. Junnah B. Tiu, of NEAP-Caraga thru email at [junnah.tiu@deped.gov.ph](mailto:junnah.tiu@deped.gov.ph).
8. For information, guidance, and wide dissemination.

  
**MA. GEMMA MERCADO LEDESMA**  
Regional Director 

Encls.: NONE

Reference: NONE

To be indicated in the Perpetual Index  
under the following subjects:

PROFESSIONAL DEVELOPMENT

TRAINING PROGRAMS

WORKSHOPS

HRD/jbt  
04/18/2022