



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
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December 6, 2018

**DIVISION MEMORANDUM**

No. 840 s. 2018

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 0905, S. 2018 ENTITLED "REMINDER  
ON SUBMISSION OF 2018 BERF LIQUIDATION REPORTS"**

**TO :** OIC-Assistant Schools Division Superintendents  
Chiefs, SGOD and CID  
Public Schools District Supervisors/Districts-In-Charge  
Public Elementary and Secondary School Heads  
Schools Division Research Committee (SDRC)  
2018 BERF Recipients  
All Others Concerned

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1. For the information and guidance of all concerned, enclosed is a copy of DepEd Regional Memorandum No. 0905, s. 2018 dated November 26, 2018 entitled **Reminder on Submission of 2018 BERF Liquidation Reports.**
2. For the information, guidance and strict compliance of all concerned.

**WILFREDA D. BONGALOS, Ph.D., CESO V**  
Schools Division Superintendent

*[Handwritten signature]*  
12/6/18

07 2018



Republic of the Philippines  
**Department of Education**  
 REGION VII, CENTRAL VISAYAS

Policy, Planning and Research Division

NOV 26 2018

REGIONAL MEMORANDUM  
 No. 0905 s. 2018

D: 11/27/18


**REMINDER ON SUBMISSION OF 2018 BERF LIQUIDATION REPORTS**

TO: Schools Division Superintendents  
 Schools Division Research Committees (SDRCs)

- Pursuant to DepEd order No. 16 s. 2018, the Basic Education Research Fund is output-based. The research fund is dependent on the submission and acceptance of the grantee's deliverables. Once the deliverables are validated by the Schools Division Research Committee and duly endorsed by the Schools Division Superintendent to this Office, the Regional Research Committee reviews and forwards said documents to the Finance Division for fund release directly to the grantee.
- This Office hereby reminds the concerned Schools Division Offices and Schools Division Research Committee whose researchers have been approved and granted BERF to submit the liquidation report to the Policy, Planning and Research Division as agreed in the Memorandum of Agreement.
- The submission of liquidation reports for the 6-month and 12-month researches are due on the following dates.

Duration of Research	Tranche	Percentage of Fund Received	Deliverables	Due Date
6 months	First	80%	Research Development Output, Official Receipts and other allowable expenditures with summary of expenses	First week of September, 2018
	Second	20%	Final Research Output in folder (3 copies), Official Receipts and other allowable expenditures with summary of expenses	First week of November, 2018
12 months	First	40%	Research Development Output, Official Receipts and other allowable expenditures with summary of expenses	First week of September, 2018
	Second	40%	Research Development Output, Official Receipts and other allowable expenditures with summary of expenses	First week of November, 2018
	Third	20%	Final Research Output in folder (3 copies), Official Receipts and other allowable expenditures with summary of expenses	First week of February, 2019

- For further queries, kindly inquire Dr. Leo B. Acibar, Regional Research Coordinator of the Policy, Planning and Research division at telephone number (032)-233-9030 or via email at [leo.acibar@deped.gov.ph](mailto:leo.acibar@deped.gov.ph) or [pprd.ro7@deped.gov.ph](mailto:pprd.ro7@deped.gov.ph).
- Immediate dissemination of this Memorandum is desired.

  
**SALUSTIANO T. JIMENEZ, CESO VI**  
 JIC- ASSISTANT REGIONAL DIRECTOR  
**JULIET A. JERUTA, Ph.D., CESO IV**  
 Director IV *PPRD*

JAJ/STJ/lba

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 Policy, Planning and Research Division (PPRD), Tel. Nos. (032) 233-9030; 414-7055  
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