



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City, Philippines

Tanggapan ng Kalihim
Office of the Secretary

Trunkline: 632-1361 to 70
E-Mail: osec@deped.gov.ph
Website: <http://www.deped.gov.ph>

DepEd ORDER
No. **65**s. 2003

AUG 14 2003

**INSTITUTIONALIZING RESEARCH-BASED DECISION
AND POLICY-MAKING IN THE DEPARTMENT**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Directors of Services/Centers and Heads of Units
Chiefs of Divisions

1. To institutionalize research-based decision and policy-making, this Department has expanded the roles of the ExeCom and the ProgCom and created the Research, Innovation and Policy Evaluation Secretariat (RIPES).
2. This Order is being issued for the following reasons:
 - a. To rationalize/prioritize the conduct of future research and innovation (R&I) undertakings in accordance with the DepEd research agenda;
 - b. To establish a mechanism for a continuous inventory of all completed and future R&I outputs of the DepEd;
 - c. To ensure deliberate utilization of R&I studies in the policy-making process by providing a regular venue for the awareness, appreciation, discussion and dissemination of these studies; and
 - d. To advocate the implementation of notable and significant recommendations from the R&I outputs and deliberations.
3. The following are hereby ordered:
 - a. The ExeCom and the ProgCom shall serve as the clearing house and high-level bodies on all R&I activities of the Department;
 - b. The RIPES will provide secretariat services to the ProgCom; and
 - c. The ProgCom Research Review Teams (RRT) shall be organized based on the need and will be tasked to evaluate and recommend action on all the R&I concerns of the Department to the ProgCom.
4. Technical, administrative and financial support shall be provided by the Third Elementary Education Project (TEEP) until such time that the RIPES will be totally absorbed by the Office of the Planning Service-Planning and Programming Division (OPS-PPD).
5. Enclosed are the Terms of Reference and other details for the various stakeholders in this endeavor.
6. Immediate dissemination of and compliance with this Order is directed.


EDILBERTO C. DE JESUS
Secretary

Encls.:

As stated

Reference:

N o n e

Allotment: 1—(D.O. 50-97)

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

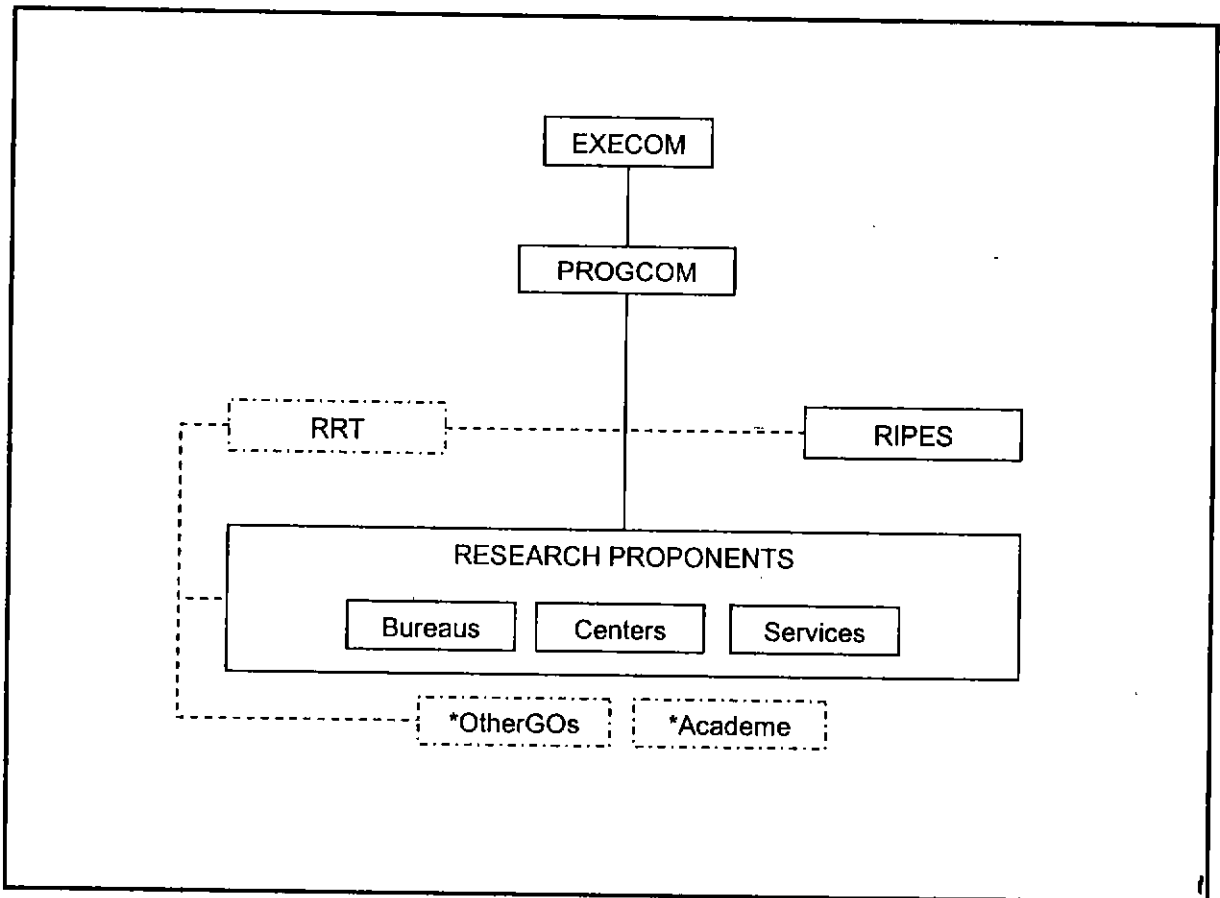
COMMITTEES

POLICY

RESEARCH or STUDIES

Madel:c:institutionalizing research-based
7-31-03

**APPENDIX A:
RESEARCH, INNOVATION AND POLICY EVALUATION SYSTEM**



The DepEd offices that can be represented in the Research Review Teams are:

- | | |
|------------|------------|
| a. OSEC | h. LIBRARY |
| b. OPS | i. SHNS |
| c. BEE | j. NETRC |
| d. BSE | k. NEAP |
| e. BNFE | l. IMCS |
| f. EDPITAF | m. FMS |
| g. OTS | n. Others |

The external offices that can be represented in the Research Review Teams as resource persons are:

- a. CHED
- b. NEDA
- c. PIDS
- d. TESDA
- e. Other agencies, institutions and offices that have relevant expertise on the subject matter

*Representatives of External Offices in the Research Review Teams will only act as Resource Persons and will not be given voting rights in the decisions of the RIPES because these concern internal DepEd matters.

APPENDIX B: PHASES OF OPERATION

1. Phase I – Preparatory Stage (December 2002-April 2003)
 - a. Approval of Proposed Creation of the RIPES by the Secretary
 - b. Organization of the RIPES
 - c. Beginning of the Transition Process from TEEP to OPS

*RIPES will be under TEEP for Phase 1 because:

- TEEP is the primary source of technical, administrative and financial support.
- Policy Research Initiatives that are being institutionalized in TEEP can serve as models for the operations of the proposed unit.
- TEEP simulates an environment of the much-needed independence of the proposed unit.

2. Phase II – Partial Operation (May 2003-December 2003)
 - a. Finalization of systems and processes in preparation for mainstreaming
 - b. Continuation of Transition

*RIPES will still be primarily under TEEP

3. Phase III – Full Implementation (January 2004-Onwards)
 - a. Mainstreaming and institutionalization of RIPES

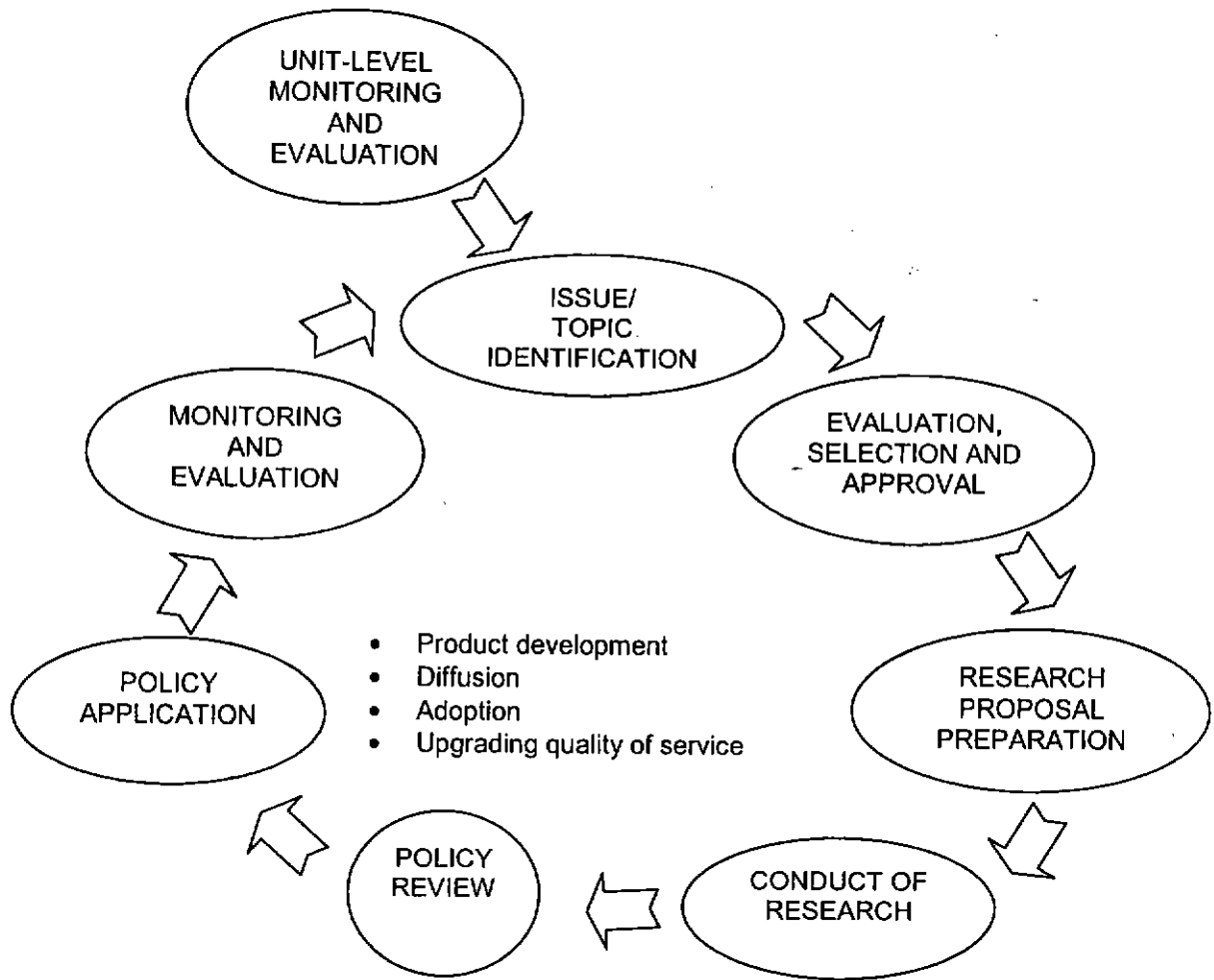
*RIPES will transfer and be absorbed by OPS-PPD because:

- Under the OPS-PPD, the proposed unit's role as a planning and policy mechanism is legitimized and institutionalized.
- The PPD has the broadest perspective of basic education planning compared to other DepEd divisions.
- By December 2003, the World Bank support to TEEP will cease; the institutionalization of the policy unit should be facilitated before June 2004, which is the date of the cessation of the support from the Japan Bank for International Cooperation.

APPENDIX C: TERMS OF REFERENCE

1. Role of the Executive Committee
 - Approve the DepEd Research Agenda
 - Resolve other issues endorsed by the PROGCOM
2. Role of the Programs Committee
 - Clearinghouse of all R&I activities in the DepEd (based on the Approved Research Agenda)
 - Identify timely and pertinent research topics (either proposed, ongoing or completed) that need urgent action by the Department
 - Endorse to the Secretary and the EXECOM any issues that need further decision-making
 - Transformation of R&I outputs into Policy
3. Research, Innovation and Policy Evaluation Secretariat (RIPES)
 - Shall be initially composed of:
 - a. 1 Secretariat Head
 - b. 1 Senior Staff
 - c. 1 Junior Staff
 - d. 1 Information Technology Officer
 - Shall report directly to the Undersecretary for Programs and Projects but shall coordinate closely with the Assistant Secretary for Planning
 - Collect all completed outputs of DepEd commissioned and conducted R&I activities
 - Acquire copies of R&I outputs that are externally produced but relevant to and useful in DepEd operations and policy-making
 - Design and develop a R&I Database containing all the gathered resources
 - Provide synthesis of R&I contents, findings and policy implications
4. Research Review Teams
 - Shall be created by and report directly to the PROGCOM
 - Shall be composed of technical staff from the various DepEd offices and resource persons from other pertinent external agencies, offices and institutions
 - Shall have temporary membership
 - Shall further evaluate R&I proposals (based on official DepEd research agenda) from various DepEd units for recommendation to the ProgCom
 - Shall further evaluate the need for and the viability of acquiring R&I outputs outside the DepEd
 - Shall further discuss implications of R&I findings and recommendations of existing and completed R&I outputs in DepEd
 - Propose specific implementing steps to the ProgCom based on their deliberations
5. Role of Other DepEd units
 - Participation in the regular meetings and workshops of the unit to process (selection, review, application) all R&I materials
 - Implement the recommendations of the ProgCom
 - Recommend areas for further research and study

APPENDIX D: POLICY RESEARCH MANAGEMENT CYCLE



*This Policy Research Management Cycle will be the blueprint of the operational process of the RIPES. It may not necessarily be the same but all the stages should be properly represented.