

Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

**REGIONAL MEMORANDUM**

ORD-2024- 1209

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**  
**of Makati City and Mandaluyong City**

**FROM :** **JOCELYN DR ANDAYA** *Jyff*  
 Director IV

**SUBJECT :** **CONDUCT OF QUALITATIVE DATA GATHERING**  
**ACTIVITIES IN SELECT SCHOOLS FOR THE SCHOOL**  
**STAFFING STUDY BY IDINSIGHT DATE**

**DATE :** October 17, 2024

1. Enclosed is a copy of Memorandum DM-OUHROD-2024-2012, relative to the conduct of the above-mentioned activity in selected school within your Division, which is self-explanatory.
2. For clarification, you may contact the Bureau of Human Resource and Organizational Development – School Effectiveness Division through email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) or by phone at 8633-5397.
3. For immediate dissemination.



Address: 6 Misamis St., Bago Bantay, Quezon City  
 Email address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
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Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

## MEMORANDUM

DM-OUHROD-2024-2012

**TO:** **ATTY. ALBERTO T. ESCOBARTE**  
*Regional Director, Region IV-A*

**ALLAN G. FARNAZO**  
*Regional Director, Region XI*

**JOCELYN DR. ANDAYA**  
*Regional Director, NCR*

**ATTN:** **ROMMEL C. BAUTISTA**  
*Schools Division Superintendent, SDO Quezon Province*

**HERMOGENES M. PANGANIBAN**  
*Schools Division Superintendent, SDO Batangas City*


**REYNANTE A. SOLITARIO**  
*Schools Division Superintendent, SDO Davao City*

**WINNIE E. BATOON**  
*Schools Division Superintendent, SDO Mati City*

**MA. EVALOU CONCEPCION A. AGUSTIN**  
*Schools Division Superintendent, SDO Makati City*

**ROMELA M. CRUZ**  
*Schools Division Superintendent, SDO Mandaluyong City*

**SCHOOL HEADS CONCERNED**  
**ALL OTHERS CONCERNED**

**FROM:**   
**WILFREDO E. CABRAL**  
*Regional Director*  
*Officer-In-Charge, Office of the Undersecretary for*  
*Human Resource and Organizational Development*  
*and School Infrastructure and Facilities*

**SUBJECT:** **CONDUCT OF QUALITATIVE DATA GATHERING ACTIVITIES**  
**IN SELECT SCHOOLS FOR THE SCHOOL STAFFING STUDY**  
**BY IDINSIGHT**

**DATE:** 07 October 2024

The Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) is currently developing the School Organizational Structure and Staffing Standards (SOSSS). The Second Congressional Commission on Education (EDCOM 2) supports the initiative and has partnered with IDinsight, a research organization, to conduct a study and generate findings that will provide additional empirical support for the policy directions of SOSSS.

The research design of the study includes both quantitative and qualitative. With the conclusion of the online surveys last August 2024, IDinsight shall conduct qualitative data gathering activities to select schools. This shall include focus group discussions and key informant interviews with school heads and teachers. The said activities shall be held within the school premises and shall take approximately (2) hours to complete. **Logistical concerns shall be directly coordinated with the selected schools.**

In light of the aforementioned, all concerned schools and personnel are encouraged to participate in the activity and ensure that no classes shall be disrupted or affected by this activity.

For the list of Schools, kindly refer to the table:

| Region | Division         | School ID/Name                                  | Date              |
|--------|------------------|---|-------------------|
| XI     | Davao City       | 129530 – Sto. Nino Elementary School            | October<br>14 -18 |
|        |                  | 305644 - Dominga National High School           |                   |
|        | Mati City        | 129380 – Rabat-Rocamora Mati CES I              |                   |
| NCR    | Makati City      | 136704 – Hen. Pio del Pilar ES I                | October<br>21     |
|        | Mandaluyong City | 500333 – Eulogio Rodriguez Integrated School    |                   |
| IV-A   | Quezon           | 108985 - Jomalig CES                            | October<br>22-25  |
|        | Batangas City    | 109549 – Guinto ES                              |                   |
|        |                  | 305699 – Batangas City High School for the Arts |                   |

Should you have questions, you may contact the Bureau of Human Resource and Organizational Development – School Effectiveness Division through email at **bhrod.sed@deped.gov.ph** or by phone at **8633-5397**.

Copy furnished:

**OFFICE OF THE SECRETARY**