04 APR 2022

DepEd ORDER
No. **014**, s. 2022

ADOPTION OF *E-SALIKSIK*: THE DEPED RESEARCH PORTAL

To: Undersecretaries
        Assistant Secretaries
        Bureau and Service Directors
        Regional Directors
        School Division Superintendents
        Public Elementary and Secondary School Heads
        All Others Concerned

1.   The Department of Education (DepEd) upholds the generation of rigorously established and objective evidence—from either research or monitoring and evaluation—alongside feedback from stakeholder participation as an essential component of its policy and program development process.

2.   In recent years, DepEd has implemented a number of policies to achieve this goal, such as DepEd Order (DO) No. 39, s. 2016 or the **Adoption of the Basic Education Research Agenda** and DO 16, s. 2017 or the **Research Management Guidelines**. These policies have strengthened the research culture in the agency. To maximize these gains, research studies conducted should be efficiently archived and widely available to DepEd offices, teachers, personnel, and researchers.

3.   DepEd issues this Order to establish *E-Saliksik*: **The DepEd Research Portal** (*E-Saliksik* for *Edukasyon Saliksik* or the **Portal**), which shall serve as the central repository for completed research which were funded by the Basic Education Research Fund (BERF). It shall also host, with permission of authors and/or owners, research studies completed by DepEd partners in the education sector. *E-Saliksik* is expected to improve access to education research and foster the culture of research.

4.   This DepEd Order shall take effect immediately upon its issuance. All DepEd Orders and other related issuances, rules and regulations, and provisions which are inconsistent with this Order are repealed, rescinded, and modified accordingly.

5.   This DepEd Order shall be published in the Official Gazette and its certified copies be registered with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

6.   For questions and clarifications, please contact the **Planning Service-Policy Research and Development Division**, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at ps.prd@deped.gov.ph.

7.   Immediate dissemination of and strict compliance with this Order is directed.

LEONOR MAGTOLIS BRIONES
Secretary

Encl.:
    As stated

References:
    DepEd Order: (Nos. 39, s. 2016 and 16, s. 2017)

To be indicated in the <u>Perpetual Index</u>
    under the following subjects:

        BASIC EDUCATION
        BUREAUS AND OFFICES
        FUNDS
        PARTNERSHIPS
        POLICY
        RESEARCH OR STUDIES
        SCHOOLS

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DEPED-OSEC-457427

ADOPTION OF E-SALIKSK: THE DEPED RESEARCH PORTAL

I.   Rationale

The Department of Education (DepEd) remains committed to delivering accessible, quality, and liberating basic education and guided by evidence in its decision-making process. Per DepEd Order 13 s. 2015, it shall endeavor to make its Policy Development Process systematic, evidence-based, and participatory.

DepEd has instituted several policies to foster a culture of research as part of this evidence-based thrust. It has adopted a Basic Education Research Agenda (DO No. 39, s. 2016) which identifies research priorities and guides research initiatives at the local level. It has also instituted DO No. 16, s. 2017 or the Research Management Guidelines (RMG) which provides a framework for the management of research across all governance levels and strengthened the Basic Education Research Fund (BERF), a grant facility for DepEd employees. Implementing these policies has established the structures and systems in the conduct and management of research in the Department. This resulted in increased research projects conducted mostly by classroom teachers.

While the RMG provides for the establishment of mechanisms for archival and dissemination of research, obtaining access to this growing collection of studies remains a challenge for both internal and external stakeholders. Results from implementation monitoring of the RMG show that archiving, dissemination, and utilization of research largely remain confined to the governance level from which they originated. This can be attributed to the lack of a central archival mechanism for basic education research. Without a searchable national database, researchers will have to file formal requests and coordinate with research managers to look at lists of available research and then choose from those reports. Access is also limited to the archived studies of a particular field office and researchers had to reach out to other field offices or the national office for other relevant studies.

In this regard, DepEd shall establish an official central repository for completed education research. It shall make education research more accessible to aid in evidence-based actions, and encourage the conduct and use of research from school to the national level through the sharing of knowledge.

II.   Scope

This Order provides guidelines on the management of E-Saliksik[1] as the Department's research portal. It shall be the central repository of basic education research including those conducted by DepEd offices, personnel and teachers, and research conducted in partnership/collaboration with DepEd.

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[1] E-Saliksik stands for "Edukasyon Saliksik"

It defines the types of portal users and usage rights and privileges available to each type; the general procedures for uploading content to the portal; the standards for aforementioned content; and monitoring and evaluation procedures. These guidelines cover DepEd offices across governance levels and schools.

III. Definition of Terms

For the purposes of this Order, the following terms are defined as follows:

a. Basic Education Research Fund (BERF) – a grant provided by the Department of Education to support education research in aid of evidence-based decision-making;

b. Content management system (CMS) – refers to computer software or set of related computer applications used to create and manage digital content;

c. Education research - the "scientific field of study that examines education and learning processes and the human attributes, interactions, organization, and institutions that shape educational outcomes" (American Educational Research Association, retrieved from http://www.aera.net//About-AERA/What-is-Education-Research). For brevity, education research is synonymous with research in this issuance;

d. External partner – institutions that have formally entered into partnership/agreement with the Department to conduct research in basic education;

e. Independent researcher – an external researcher who secured the clearance and/or endorsement of the Department for the participation of its stakeholders;

f. Quality control of completed research - the review of completed research prior to acceptance/archival in order to ensure that they observe the minimum standards on research;

g. Research Bulletin - is an abridged version of research for public dissemination. It has four (4) basic parts, namely: Introduction, Discussion of Results/Findings, Conclusion and Recommendations, and References;

h. Research Committee – the committee that manages research initiatives at the concerned governance level as per DepEd Order 16 s. 2017, otherwise known as the Research Management Guidelines.

IV. Policy Statement

The Department hereby establishes E-Saliksik as its Research Portal and adopts these operating procedures to promote access to and encourage the conduct and use of relevant research. DepEd offices and personnel can utilize the evidence contained in the Portal to inform their policy and program development initiatives. This shall strengthen the evidence-based decision-making that enables the continuous improvement of its internal systems and processes.

V.   Access

a.   **Platform**. The Portal shall use a content management system (CMS) and can be accessed through e-saliksik.deped.gov.ph.

b.   **Types of Access.** To facilitate its operations, this issuance mandates the creation and distribution of the following types of access:

   a.   **Administrator** – Only duly authorized personnel and offices shall be given Administrator accounts to do the following:
   1.1.   Create new content (e.g. research reports, feature articles, announcements) anywhere on the e-Saliksik website;
   1.2.   Edit and delete content, including those that they have not created;
   1.3.   Create, edit, or delete user accounts; and
   1.4.   Add, modify, or remove features of the Portal CMS.

   2.   **Uploader** – Only assigned personnel from the Regional Office – Policy, Planning and Research Division (RO-PPRD) and Central Office Planning Service - Policy Research and Development Division (PS-PRDD) shall be given uploader-level accounts that can submit approved and/or permitted content to the Portal. Uploader accounts cannot be delegated to other individuals.

   3.   **Subscriber** – those who are provided with accounts that can access relevant research and other materials uploaded to the Portal. In light of target subscribers, the Department shall provide subscriber accounts in phases.

The PS-PRDD, as the policy owner at the national-level, shall manage the creation of accounts for the above roles and update the parameters in accessing the platform per relevant policies, rules and regulations.

VI.   Archival

a.   **Types of Content**. The portal shall host the following:

   1.   **Basic Education Research.** The Portal shall host basic education research, namely:

   1.1.   Research funded by the Department through the BERF which are required to be archived in the portal; and

   1.2.   The following research can also be archived in the Portal with the consent of their authors and/or owners, whichever is applicable:

1.2.1. **Research conducted by DepEd offices, and teachers or personnel including those that are:**
       1.2.1.1. Funded by the Department which may be through grants other than the BERF;
       1.2.1.2. Funded by non-DepEd sources such as the Special Education Fund; and
       1.2.1.3. Other research conducted by DepEd offices and personnel.

1.2.2. **Research conducted in partnership/engagement with other institutions including those that are:**
       1.2.2.1. Conducted by DepEd offices / personnel in formal partnership with other institutions such as development partners;
       1.2.2.2. Commissioned by DepEd such as those of procured and in partnership with other institutions;
       1.2.2.3. Conducted with deep involvement of DepEd offices in the review of proposal / inception report / research design, dissemination of data collection instruments, and completed research report; and
       1.2.2.4. Funded by the Government Assistance for Students and Teachers in Private Education (GASTPE).

1.2.3. **Conducted by external institutions and individuals including those that are:**
       1.2.3.1. Conducted by independent / external researchers which may be individuals or group of individuals including research for academic degrees that were endorsed by DepEd for the participation of its concerned offices/stakeholders; and
       1.2.3.2. Conducted by independent / external researchers which were not endorsed / reviewed by DepEd but were consistent with the research priorities of the Department.

Only studies that went through the appropriate quality control process shall be archived in the Portal consistent with Section VII.a.

2. **Basic education statistics and other data** which are classified for public access by the Planning Service;

3. **Research bulletins** of studies which were presented in DepEd research conferences and fora and/or accepted by DepEd for archival;

4. **Monitoring and/or evaluation reports** of DepEd policies and programs; and

5. Other analogous content as may be determined by the policy owner.

b. **Research Report Outline and Format.** The completed BERF-funded research reports shall continue to follow the outline provided in Annex 6 of DO 16, s. 2017. **However, supporting documentation related to the conduct of the research (e.g., consent forms, Memoranda of Agreement, pictures submitted as means of verification) shall be excluded from the report to be uploaded.**

A uniform visual template shall be adopted in formatting research for archiving in the Portal. These templates shall be issued through a memorandum.

c. **Content submission.** Uploaders shall submit approved and/or permitted content to the portal for approval of the administrator. Any changes to an approved post shall be requested to the administrator. Step-by-step instructions for archiving and classification will be provided in the upcoming Instruction Manual.

d. **Tiers of Disclosure.** Research shall be classified according to their approved Tier of Disclosure, namely:

1. **General Public Disclosure** – Full versions of research reports designated for General Public Disclosure shall be uploaded to the Portal. This tier includes the following:
   1.1. Research which has been accepted under the quality control process;
   1.2. Research which is not subject to international regulation; and
   1.3. Research with authors who have consented to its archival on the Portal.

2. **Limited Public Disclosure** –   This tier shall include the following:
   2.1. Research which concerns the following:
      2.1.1. Sexual behavior or practices;
      2.1.2. Conduct of illegal activities or ethically questionable behaviors;
      2.1.3. Experiences with racism, ageism, classism, discrimination, and sexism, grief and loss, trauma, or violence; and

2.1.4. Experiences of being part of any of the potentially vulnerable populations;

2.2. Research with international settings and which is subject to international regulations;

2.3. Completed research with pending quality concerns issues; and

2.4. Other research with analogous causes.

Only abstracts and not full versions of research reports of BERF-funded studies which are designated for Limited Public Disclosure shall be archived in the Portal. Their full version shall be archived through other existing archiving mechanisms.

On the other hand, the abstract of non-BERF funded studies, except those with pending quality concerns issues, shall be archived in the Portal while their full versions shall be archived through other existing mechanisms. Non-BERF funded studies with pending quality concerns shall be returned to the researcher/s for possible revision in light of the findings of quality review.

Prospective researchers shall file a request stating the objective/purpose for accessing the said research with PS-PRDD or concerned RO-PPRD in order to obtain copies of studies which are classified for Limited Public Disclosure. The release of full versions of research reports designated for Limited Public Disclosure shall be decided by the concerned Regional Director or the Director, Planning Service.

e. **Archival Facility.** The Research Portal is an archival facility and shall not count as a publication. For BERF-funded research starting FY2022, an archived research is equivalent to the accepted research by research committees.

VII. Quality Management of Research

a. **Quality control of research for archival.** Only studies which met the minimum standards for quality research shall be deemed of quality and archived in the Portal.

1. **Adoption of Minimum Quality Standards for Research.** The Department shall adopt a quality control process for completed research defining the minimum standards of a quality research and a tool to assess the quality of completed research though a DepEd Memorandum.

   To ensure the uniform implementation of standards across governance levels, modifying the substance of the tool (e.g. adding or subtracting items, adding a Likert scale to each item,

reframing the items and/or instruction guide), with the exception of adding or subtracting signature fields for signifying the assent of approving authorities, is strictly prohibited. Nevertheless, changing the appearance of the tool in accordance with local visual identity guides (e.g. addition of RO or SDO logos, change of fonts), accessibility requirements (e.g. increase or decrease of font size for ease of reading or compressing information, increase of the space available for comments, adjustment of spacing), and conversion of the tool for digital and automated use are authorized.

In accordance with quality management in the RMG, the National and Regional Research Committees shall subject research to the quality control process prior to archiving in the Portal. They may engage the Schools Division Research Committee (SDRC) in the quality control of research for archival. For BERF-funded research, all research starting FY2015 shall undergo the quality control process.

Studies not subjected to the processes of the RMG prior to the adoption of this DepEd Order shall not undergo the quality control process prior to their archival in the Portal. These shall include the following:

- Studies which were conducted by DepEd in formal partnership with other institutions such as development partners;
- Studies which were commissioned and accepted by DepEd; and
- Studies with deep involvement of DepEd offices in the review of proposal / inception report, and completed research report.

2. **Principles in evaluating quality of research.** In using the tool for quality review, evaluators shall adopt the following principles:

   2.1. **Quality research is holistic.** The qualities that define good research are embedded throughout rather than concentrated in particular sections of the research. Hence, evaluators shall look at the completed research report as a whole rather than evaluating and scoring each section separately.

   2.2. **Quality research ensues from a process.** Research, particularly those that are BERF-funded have been produced under the established research management cycle as per the RMG. Particularly, the proposal was evaluated and approved by the concerned research committee and executed according to the approved work plan, and necessary technical assistance was provided to researchers leading to the completion of the research. While quality control complements existing standards such as the rubric for appraising research proposals and minimum requirements of completed research report,

evaluators shall be mindful of the research management cycle, and shall not consider the completed research as independent from products of previous stages of the cycle.

2.3. **Growth and development for quality research.** A completed research is open to improvement until it meets the minimum standards to be considered of quality. In this regard, evaluators shall adopt a growth or developmental mindset when using the quality control tool to evaluate completed research. The tool shall be viewed as a way to help researchers understand what they need to improve.

b. **Integration of quality control in the acceptance of BERF-funded completed research.** To ensure that accepted BERF-funded research meets the minimum quality standards and are eligible for archival in the Research Portal, the upcoming tool shall be integrated in the technical evaluation and review for the acceptance of completed BERF-funded research starting FY2022. In this regard, there is no need for another quality control using the similar tool and standards for already accepted research.

VIII. Implementation Roles and Responsibilities

a. **Central Office**

1. **PS-PRDD**

1.1. Prepare and issue the uniform visual templates for research and the Instruction Manual on the management of the portal including the detailed procedures in managing and standards for content;

1.2. Consistent with the requirements of the Research Management Guidelines, establish a quality management process for the evaluation of research for archiving to the Portal;

1.3. Formulate support policies to implement the Research Portal;

1.4. Upload completed national-level research including research conducted by DepEd offices and personnel, and those conducted by partners to the Portal;

1.5. Approve the submitted content from uploaders, and other requested changes to an approved post;

1.6. Evaluate and facilitate the approval of the request for access of full papers of research which are classified as for limited public disclosure;

1.7. Provide subscriber accounts to stakeholders in phases and identify appropriate strategy for this purpose;

1.8. Orient internal and external stakeholders at the national-level and disseminate information about the Research Portal;

1.9. Monitor and evaluate the national implementation of this policy; and

1.10. Perform other necessary functions in support of the operations of the Portal.

2. ICTS

2.1. Through the Solutions Development Division (ICTS-SDD), handle the Portal's technical development and maintenance; and

2.2. Through the User Support Division (ICTS-USD), provide technical support to the Portal's users.

3. PAS - Publications Division (PAS-PD)

3.1. In coordination with PS-PRDD, prepare layout and graphic design for the Research Portal;

3.2. In coordination with PS-PRDD, design publicity materials as necessary; and

3.3. Assist in the promotion of the Research Portal to reach target subscribers.

b. Regional Office

1. PPRD

1.1. Submit completed research for its respective region. It shall focus on BERF-funded research and those conducted by partners and co-owned by the Regional and Schools Division Office, and schools;

1.2. Request proposed revision/s to an approved post to the PS-PRDD for approval, as necessary;

1.3. Evaluate and facilitate the approval of the request for access of full papers of regional research, including SDO and school-level research under the RO's jurisdiction, which are classified for limited public disclosure;

1.4. Orient internal and external stakeholders at the regional-level and disseminate information about the Portal; and

1.5. Monitor and evaluate the regional implementation of this policy.

c. Schools Division Office

1. School Governance and Operations Division (SGOD) - Planning and Research Section

1.1. Assist the RO-PPRD in quality control of completed research for archiving in the Research Portal;

1.2. Orient internal and external stakeholders at the division/school-level and disseminate information about the Portal; and

1.3. Monitor and evaluate the division implementation of this policy focusing on access to the portal.

IX. Monitoring and Evaluation

The PS-PRDD shall lead the monitoring and evaluation of this portal. With its field counterparts, it shall prepare a M&E plan and define the performance indicators of this policy. The plan shall guide the monitoring activities of PS-PRDD, RO-PPRD and SDO-SGOD which includes gathering relevant data from the platform and other appropriate channels and relevant stakeholders.

The PS-PRDD shall lead an annual implementation/process review to assess the implementation of the Research Portal.

At the third year of implementation, the PS-PRDD shall lead the evaluation of this policy, its operating procedures, and platform to improve the Portal's usefulness to its target stakeholders. The policy and its feedback shall be discussed by policy owners across governance levels through regular meetings/sessions.

X. Transitory and Effectivity Provision

This Order shall take effect immediately upon its issuance. All DepEd Orders and other related issuances, rules and regulations, and provisions which are inconsistent with this Order are repealed, rescinded, and modified accordingly. This DepEd Order shall be published in the Official Gazette and its certified copies shall be registered with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.

The PS-PRDD, working with the regional PPRDs, shall determine an implementation strategy to ensure the regular archival of BERF-funded completed research to the Portal. This may include the archiving of BERF-funded studies which were completed prior to the issuance of this policy and other education research to the Portal in phases.

XI. References

DepEd Order 30 s. 2019 (Department of Education Manual of Style)
DepEd Order 16, s. 2017 (Research Management Guidelines)
DepEd Order 39, s. 2016 (Basic Education Research Agenda)
  DepEd Order 13, s. 2015 (Establishing a Policy Development Process at the Department of Education)
DepEd Order 43, s. 2015 (Revised Guidelines for the Basic Education Research Fund)