



Republic of the Philippines  
**Department of Education**  
Region VII – Central Visayas  
Schools Division of CEBU PROVINCE

**Office the Schools Division Superintendent**

March 7, 2024

DIVISION MEMORANDUM

No. 124, s. 2024

**SUBMISSION OF COMPLETED INNOVATION PAPERS/PROJECTS  
FROM CY 2021-2023**

**To:** Assistant Schools Division Superintendents  
Chiefs, CID, and SGOD  
Public Schools District Supervisors/OICs  
Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to Republic Act no. 11293 otherwise known as the “Philippine Innovation Act” and in support to the realization of the Regional Education Development Plan (REDP) strategic direction on Nurturing Innovation and Culture for Excellence (NICE), this Office, through the Planning and Research Division of DepEd Cebu Province, would like to conduct an **inventory of all completed Innovation Projects/Papers from CY 2021-2023 conducted by teaching, teaching-related and non-teaching personnel of the Division of Cebu Province.**

2. This inventory aims to consolidate existing completed and currently implemented Innovation Projects within the Schools Division in order for this Office **to validate the proper implementation of the Innovation and issue Certificate of Recognition**, upon submission and validation of documentary requirements.

3. **Completed Innovation Projects/ Papers shall be uploaded to this Official Google Drive Link, <https://bit.ly/INNOVATIONCebu>, as repository of all Innovation Papers.**

4. The following should be uploaded to the google drive in PDF File Format, **on or before April 15, 2024**, to wit:

- Completed Innovation Paper (*based on Division Memorandum 186, s. 2021/template used during the conduct of the Innovation*);
- Accomplishment Report/ Program Completion Report with pictures;
- Certification of Completion, Implementation and Utilization, issued by the School Head and PSDS (please specify the inclusive dates of implementation and utilization)

All files shall be enclosed in **ONE PDF FILE** only composing of the abovementioned documentary requirements.

Upload your file on your designated Sub-Office Folder, using this file name template:

**LASTNAME\_District**

example: JUANDELACRUZ\_Barili



Address: IPHO Bldg., Sudlon, Lahug, Cebu City

Telephone Nos.: (032) 424-9000

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5. **All Innovation Papers, from CY 2024 onwards, shall now be based on the new Innovation Guidelines of the Department of Education which should be an adjunct, byproduct, or offshoot of an action research or basic research study conducted and completed through the Basic Education Research Fund (BERF) Grant Facility, Non-BERF initiative, or RO-initiated research engagement per DepEd's Policy and Research Program (PRP).**
6. A separate Division Memorandum containing the new Innovation Guidelines of the Department of Education will be issued on or before April 2024.
7. Only those uploaded in the Google Drive will be considered and recognized as existing completed Innovation Papers of the Schools Division of Cebu Province.
8. For inquiries and further technical assistance, kindly contact the Schools Governance and Operations Division (SGOD) thru this contact number 424-9000 loc. 105.
9. Wide dissemination of and strict compliance with this Memorandum are directed.

  
**SENEN PRISCOLO P. PAULIN, CESO V**  
Schools Division Superintendent



SPPP/MRS/SGOD/GSB/amsb2024



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