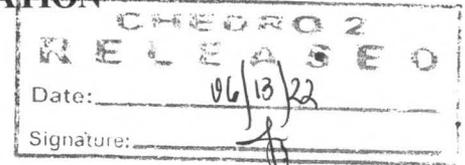




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02



REGIONAL MEMORANDUM
No. 183, Series of 2022

FOR : ALL PRESIDENTS/ OFFICERS-IN-CHARGE/HEADS OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS (HEIs)

SUBJECT : CALL FOR PARTICIPANTS IN THE "SPECIALIZED TRAINING ON ETHICS FOR PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS (HEIs) (STEPP-HEIs): CAPACITATING PUBLIC AND PRIVATE HEIs ON APPLYING ETHICAL PRACTICES IN THE ACADEME AND IN THE CONDUCT OF SOCIAL SCIENCE RESEARCH"

DATE : June 13, 2022

Attached is a copy of the memorandum issued by **DR. J. PROSPERO E. DE VERA III**, Chairperson, Commission on Higher Education, organized by CHED, University of the Philippines, and the Philippine Social Science Council, informing interested parties from the Higher Education Institutions for the *"Specialized Training on Ethics for Public and Private HEIs (STEPP-HEIs): Capacitating Public and Private HEIs on Applying Ethical Practices in the Academe and in the Conduct of Social Science Research"*.

The training program aims to capacitate selected public and private HEIs to undertake ethical social science research and to assist in their establishment of an internal research ethics review board. The participants will be asked to complete the monthlong training (with one class per week) by batch.

CHED Regional Office Directors and Officers-in-Charge are expected to identify and endorse the participating HEIs and representatives based on the following criteria:

Criteria for HEIs

1. HEIs with research centers or units whose primary function is the conduct of research or provision of research services; and
2. HEIs without an existing research ethics review board or committee.

Criteria for representatives from the identified HEIs

1. A faculty member or researcher actively engaged in producing research, has produced publications or has attended or presented papers in training and conferences;
2. A faculty member with the rank of Assistant Professor or higher, with Master's or Doctoral degree;
3. A faculty member who has been serving the university or college for at least three years;
4. Both genders should be represented;
5. A prospective member of the Ethics Review Board or Committee or any other similar research ethics evaluation body to be established by the HEIs social science unit or college;
6. A research adviser of the HEIs social science unit or college; and



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Region 02

7. A faculty member who teaches research ethics, research methods, or related courses in the HEIs social science unit of college.

For those who meet the criteria above, please submit to CHEDRO 2 office your documents on or before **June 14, 2022** for proper endorsement.

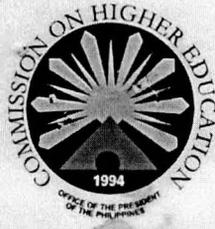
For your information and guidance.

Digitally signed by
Marco Cicero F.
Domingo
Date: 2022.06.13
16:09:58 +08'00'

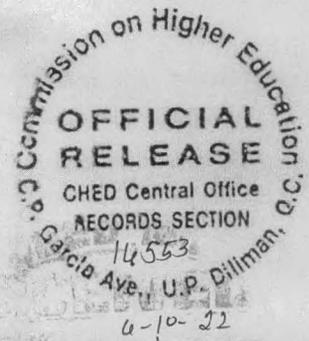
ATTY. MARCO CICERO F. DOMINGO
OIC-Director IV

Encl: as stated

:JPC#6132022#16553 E-RDO



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION



MEMORANDUM FROM THE OFFICE OF THE CHAIRPERSON

TO : HEADS AND OFFICERS-IN-CHARGE OF HIGHER EDUCATION INSTITUTIONS

CHED REGIONAL OFFICE DIRECTORS/OFFICERS-IN-CHARGE

SUBJECT : CALL FOR PARTICIPANTS IN THE "SPECIALIZED TRAINING ON ETHICS FOR PUBLIC AND PRIVATE HEIs (STEPP-HEIs): CAPACITATING PRIVATE HEIs ON APPLYING ETHICAL PRACTICES IN THE ACADEME AND IN THE CONDUCT OF SOCIAL SCIENCE RESEARCH"

DATE : 2 JUNE 2022

In accordance with Republic Act (R.A.) 7722, also known as the "Higher Education Act of 1994", CHED Resolution No 372-2021 dated 29 June 2021 approving the implementation of the entitled "***Specialized Training on Ethics for Public and Private HEIs (STEPP-HEIs): Capacitating Public and Private HEIs on Applying Ethical Practices in the Academe and in the Conduct of Social Science Research***", the Commission hereby endorses the said undertaking organized by CHED, University of the Philippines, and the Philippine Social Science Council, for the support and participation of all concerned.

The training program aims to capacitate selected public and private HEIs to undertake ethical social science research and to assist in their establishment of an internal research ethics review board. The participants will be asked to complete the month-long training (with one class per week) by batch.

CHED Regional Office Directors and Officers-in-Charge are further requested to identify and endorse the participating HEIs and representatives based on the following criteria:

Criteria for HEIs

1. HEIs with research centers or units whose primary function is the conduct of research or provision of research services; and
2. HEIs without an existing research ethics review board or committee.

Criteria for representatives from the identified HEIs

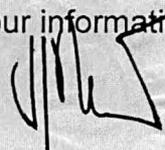
1. A faculty member or researcher actively engaged in producing research, has produced publications or has attended or presented papers in training and conferences;
2. A faculty member with the rank of Assistant Professor or higher, with Master's or Doctoral degree;
3. A faculty member who has been serving the university or college for at least three years;
4. Both genders should be represented;
5. A prospective member of the Ethics Review Board or Committee or any other similar research ethics evaluation body to be established by the HEI's social science unit or college;
6. A research adviser of the HEI's social science unit or college; and
7. A faculty member who teaches research ethics, research methods, or related courses in the HEI's social science unit of college.

Kindly send the following details of your endorsed participants to training@pssc.org.ph on or before 15 June 2022:

1. Full name (with title such as Mr./Ms./Dr.)
2. Position or rank
3. Email address
4. Contact number
5. Institutional affiliation (Department/College and HEI)

For inquiries please call Mr. Wilson Villones at (02) 8929-2671.

For your information and guidance.


J. PROSPERO E. DE VERA III, DPA
Chairman 



NUMBER OF PARTICIPANTS PER REGION

Region*	PRIVATE HEIs		SUCs	
	Total Beneficiaries (Private HEIs)	Total Beneficiaries (Individuals)	Total Beneficiaries (SUCs)	Total Beneficiaries (Individuals)
01 - Ilocos Region	14	28	6	12
02 - Cagayan Valley	9	18	5	10
03 - Central Luzon	31	62	12	24
04 - CALABARZON	47	94	5	10
05 - Bicol Region	20	40	9	18
06 - Western Visayas	14	28	11	22
07 - Central Visayas	23	46	5	10
08 - Eastern Visayas	9	18	10	20
09 - Zamboanga Peninsula	10	20	6	12
10 - Northern Mindanao	12	24	5	10
11 - Davao Region	14	28	6	12
12 - Soccsksargen	15	30	3	6
13 - National Capital Region	55	110	8	16
14 - Cordillera Administrative Region	6	12	6	12
16 - Caraga	7	14	4	8
17 - MIMAROPA	7	14	6	12
TOTAL	293	586	107	214

* excludes the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM)

** counts only the main campuses, and not the satellite campuses; also excludes LUCs, CSIs, OGSs, and Special HEIs

