

Republic of the Philippines **Department of Education** REGION VIII - EASTERN VISAYAS

August 30, 2022

#### REGIONAL MEMORANDUM

## No. 952 , st 2022

#### PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) SYSTEM OF THE DEPARTMENT OF EDUCATION REGION VIII MANUAL (DEPED REGION VIII PRAISE SYSTEM MANUAL)

To: Schools Division Superintendents All Others Concerned

1. This Office, through the Human Resource Development Division (HRDD), disseminates the Program on Awards and Incentives for Service Excellence (PRAISE) System of the Department of Education Region VIII Manual (DepEd Region VIII PRAISE System Manual) duly evaluated by the Civil Service Commission (CSC) Regional Office VIII through Atty. Marilyn E. Taldo, Director IV, dated July 14, 2022.

2. Attached is the CSC-evaluated DepEd Region VIII PRAISE System Manual, for reference.

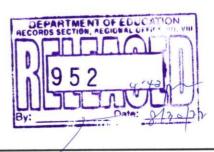
3. Immediate dissemination of this Memorandum is desired.

Regional Director

Enclosure: As stated Reference: As stated To be indicated in the <u>Perpetual Index</u> under the following subjects:

PRAISE

MANUAL





HRDD-RVR

DepEd RO8 ATA-F22 (CY2018-v03-r00) Page 1 of 1





14 July 2022

**Dr. EVELYN R. FETALVERO, CESO IV** Regional Director Department of Education Regional Office VIII – Eastern Visayas Government Center, Candahug, Palo, Leyte

#### Dear Director Fetalvero:

This Office has **EVALUATED** your agency's customized PRAISE Manual as one of the evidence requirements under the Rewards and Recognition HR System of the Program to Institutionalize Meritocracy and Excellence in Human Resource Management.

The evaluated PRAISE Manual should be disseminated through an orientation particularly on its customization so that all officials and employees will have a better understanding of the said HR policies, guidelines and processes.

We look forward to a strengthened partnership through the PRIME-HRM to build a competent workforce and a culture of excellence.

Thank you.

Very truly yours,

57ar

ATTY. MARILYN E. TALDO

Bawat Kawani, Lingkod Bayani



Republic of the Philippines **Department of Education** REGION VIII - EASTERN VISAYAS

# PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) SYSTEM OF THE DEPARTMENT OF EDUCATION - REGION VIII (DepEd-R VIII) MANUAL





## **Table of Contents**

I.	Title and Legal Bases of Promulgation	6
II.	Rationale, Scope, and Definition of Terms	6
III.	Basic Policies	9
IV.	Objectives	11
V.	Institutionalization of the PRAISE System, Composition, Duties	
	and Functions of the Praise Committee Members, Secretariat,	
	and Technical Working Group (TWG)	12
VI.	Types of Awards and Incentives	16
VII.	Search and Screening Procedures	26
VIII.	Publications of the Final Screening Results, Awarding	
	Ceremonies, and Submission of PRAISE Report	34
IX.	Point Recognition and Equivalency of PRAISE Awards	36
Х.	Funding Requirements	36
XI.	Implementing Guidelines	37
XII.	Effectivity	37
XIII.	Commitment	38
ANNE	XES	39
Annex	<b>x A:</b> Rewards and Recognition System Process	39
Annex	<b>K B:</b> Omnibus Certification of Authenticity and Veracity of	
	Documents	40
Annex	<b>x C:</b> Nomination Form	41
Annex	<b>x D:</b> Potential/Interview Checklist and Rating Sheet	42
Annex	<b>x E:</b> Search Criteria for DepEd Region VIII PRAISE Awards	43
	Best Employee Award	43
	1. Most Outstanding Teacher (T I-III, MT)	
	1.1 Kindergarten	

1.2 Elementary

- 1.3 Junior High School (JHS)
- 1.4 Senior High School (SHS)
- 1.5 Alternative Learning System (ALS)
- 1.6 Special Education (SPED)
- 1.7 Madrasah
- 1.8 Multigrade
- 2. Most Outstanding School Head
  - 2.1 Elementary (Monograde School- Central Category)
  - 2.2 Elementary (Monograde School-Non-Central Category)
  - 2.3 Elementary (Multigrade School)
  - 2.4 Junior High School (JHS)
  - 2.5 Secondary School (JHS and SHS)
  - 2.6 Stand Alone Senior High School
  - 2.7 Integrated School (Elementary and JHS/SHS)
- 3. Most Outstanding Non-Teaching Personnel (Level 1)

For Schools Division Office (SDO) /Regional Office (RO) Level:

- 3.1 Administrative Aide
- 3.2 Administrative Assistant or equivalent position
- Most Outstanding Non-Teaching/Teaching-Related Personnel (Level 2)
  - 4.1 Schools Division Office Level
    - 4.1.1 Administrative Officer V
    - 4.1.2 Human Resource Management Officer (HRMO)
    - 4.1.3 Supply Officer
    - 4.1.4 Cashier

4.1.5	Records Officer
4.1.6	Legal Officer
4.1.7	Accountant
4.1.8	Budget Officer
4.1.9	Librarian
4.1.10	Registrar
4.1.11	Planning Officer
4.1.12	Information Technology Officer
4.1.13	Engineer
4.1.14	Project Development Officer
4.1.15	Senior Education Program Specialist
4.1.16	Education Program Specialist
4.1.17	Nurse
4.1.18	Medical Officer
4.1.19	Dentist
4.1.20	Public Schools District Supervisor
4.1.21	Education Program Supervisor
Regior	nal Office Level
4.2.1	Education Program Supervisor

4.2.2 Level 2 Unique Position

4.2

		4.2.3	Section/Unit Head	
		4.2.4	Administrative Officer	
		4.2.5	Accountant	
Best (	Office/	School	Award 2	241
1.	Most	Outstar	nding School	
	1.1	Eleme	ntary (Monograde School- Central Category)	
	1.2	Eleme	ntary (Monograde School-Non-Central Categor	y)
	1.3	Elementary (Multigrade School)		
	1.4	Junior High School (JHS)		
	1.5	Secon	dary School (JHS and SHS)	
	1.6	Stand	Alone Senior High School	
	1.7	Integra	ated School (Elementary and JHS/SHS)	
2.	Most (	Dutstan	ding Schools Division Office	
	2.1	Provin	cial Division	

2.2 City Division

## PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) SYSTEM OF THE DEPARTMENT OF EDUCATION - REGION VIII (DepEd-R VIII) MANUAL

## I. TITLE AND LEGAL BASES OF PROMULGATION

- 1.1 Title. This Manual shall be known as the Program on Awards and Incentives for Service Excellence (PRAISE) System of the Department of Education-Region VIII (DepEd-R VIII) Manual, herein referred to as DepEd Region VIII PRAISE System Manual, for brevity.
- 1.2 Legal Bases of Promulgation. This DepEd Region VIII PRAISE System Manual is promulgated in line with CSC Resolution No. 010112 and CSC MC No. 01, s. 2001, and pursuant to the following DepEd issuances:
  - 1.2.1 DepEd Order No. 9, s. 2002 (Establishing the Program on Rewards and Incentives for Service Excellence (PRAISE) in the Department of Education)
  - 1.2.2 DepEd Order No. 2, s. 2015 (Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education)
  - 1.2.3 DepEd Memorandum No. 3, s. 2021 (2021 Search for Outstanding Government Workers)

## **II. RATIONALE, SCOPE, AND DEFINITION OF TERMS**

2.1 **Rationale.** Rewards and Recognition (R & R) is one of the core systems of the Human Resource Management in an organization. Primarily, it aims to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials and employees,

individually or in groups, for their innovations, inventions, superior accomplishments, and other personal efforts which contribute to the efficiency, economy, or other improvement in government operations, or for extra ordinary acts or services in the public interest.

The Department of Education Region VIII adopted DepEd Order No. 9, s. 2002 entitled *Establishing the Program on Awards and Incentives for Service Excellence (PRAISE) in the Department of Education,* which was patterned after the Revised Policies on Employee Suggestions and Incentive Awards System under CSC Resolution No. 0100112 and CSC Memorandum Circular No. 01, s. 2001 of the Civil Service Commission (CSC).

Particularly, the Program on Awards and Incentives for Service Excellence or Revised PRAISE is aligned with the Maturity Level 2 of the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME–HRM), Lingkod Bayan, Dangal ng Bayan, and other Awards of the CSC and is intended to recognize and reward DepEd Region VIII employees who exhibited exemplary performance and whose contributions made great impact not only to the Department but to the community as well. This program is also in consonance with other award giving bodies such as the Metrobank Foundation, Ulirang Guro, Career Executive Service, and other Presidential Awards. This program recognizes and rewards employees' achievements based on their respective outputs and attitudes they have demonstrated in the delivery of their functions as well as exemplary ethical behavior or heroic acts they have exhibited.

2.2 **Scope.** This Program on Awards and Incentives for Service Excellence (PRAISE) System of DepEd Region VIII with Equal Opportunity Principle (EOP) Policy shall apply to all officials and employees in the career and noncareer service of the DepEd Region VIII with its 13 Schools Division Offices and basic education public schools in Eastern Visayas.

- 2.3 **Definition of Terms.** Notwithstanding as may be provided in relevant laws, rules and regulations, the following terms are hereby defined as used in this Manual:
  - 2.3.1 Award a recognition which may be monetary or non-monetary, conferred to an individual or group of individuals for ideas, suggestions, inventions, discoveries, superior accomplishments, exemplary behavior, heroic deeds, extraordinary acts, or services in the public interest which contribute to the efficiency, economy, improvement in government operations which lead to organizational productivity.
  - 2.3.2 Career positions in the Civil Service characterized by (1) entrance based on merit and fitness to be determined as far as practicable by competitive examination or based on highly technical qualifications;
    (2) opportunity for advancement to higher career positions; and (3) security of tenure.
  - 2.3.3 **Contribution** any input which can be in the form of an idea or performance.
  - 2.3.4 **Discovery** uncovering of something previously existing but found or learned for the first time which will improve public service delivery.
  - 2.3.5 Idea type contribution refers to an idea, a suggestion, or discovery for improvement to effect economy in operation, to increase production and improve working conditions.
  - 2.3.6 **Incentive** monetary or non-monetary motivation or privilege given to an official or employee for contributions, suggestions, inventions, ideas, satisfactory accomplishment, or demonstration of

exemplary behavior based on agreed performance standards and norms of behavior.

- 2.3.7 **Invention** the creation of something previously non-existent which will benefit the government.
- 2.3.8 **Non-Career** positions expressly declared by law to be in the noncareer service; or those entrance in the service characterized by: (1) entrance on bases other than those of the usual tests of merit and fitness utilized for the career service; and (2) tenure which is limited to the duration of a particular project for which purpose of employment was made.
- 2.3.9 **Performance type contribution** refers to performance of an extraordinary act or service in the public interest in connection with or related to one's official employment; or outstanding community service or heroic acts in the public interest; or sustained work performance for a minimum period of one year which is over and above the normal position requirement of the individual or group.
- 2.3.10 Suggestion idea or proposal which improves work performance, systems and procedures and economy in operations that will benefit the government.
- 2.3.11 System the Agency awards and incentives program for its officials and employees.

## **III. BASIC POLICIES**

3.1 **Essential Features.** DepEd Region VIII PRAISE System is designed to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials and employees, individually or in groups, for their suggestions, inventions, superior accomplishments, and other personal efforts which contribute to the

efficiency, economy, or other improvement in government operations, or for other extraordinary acts or services in the public interest.

- 3.2 **Equal Opportunity Principle (EOP).** DepEd Region VIII PRAISE System adheres to the Equal Opportunity Principle (EOP) of providing incentives and awards based on performance, innovative ideas, and exemplary behavior regardless of age, race, religious belief, political affiliation, physical disability, ethnic or social origin, sexual orientation and gender identity and expression (SOGIE).
- 3.3 **Equal Representation of Men and Women in the PRAISE Committee.** The DepEd Region VIII PRAISE System shall provide equal opportunity in the representation of men and women in the composition of the PRAISE Committee.
- 3.4 **Bases of Providing Incentives.** Performance, innovative ideas, and exemplary behavior of DepEd Region VIII officials and employees shall be the bases of providing incentives and awards.
- 3.5 **Timeliness of Award or Recognition.** DepEd Region VIII PRAISE System gives emphasis on the timeliness of giving award or recognition. Aside from conferment of awards during the formal or planned awarding ceremonies, the spirit of on-the-spot grant of recognition shall be institutionalized in DepEd Region VIII.
- 3.6 **Principles.** The DepEd Region VIII PRAISE System adheres to the principle of providing incentives and awards based on performance, innovative ideas, and exemplary behavior.
- 3.7 **Monetary and Non-Monetary Awards.** DepEd Region VIII PRAISE System provides both monetary and non-monetary awards and incentives to recognize, acknowledge and reward productive, creative, innovative, and ethical behavior of employees through formal and informal mode. For this purpose, the System shall encourage the grant of non-monetary awards.

Monetary awards shall be granted only when the suggestions, inventions, superior accomplishments, and other personal efforts result in monetary savings, which shall not exceed 20% of the savings generated.

3.8 **Mandatory Five Percent (5%) Allocation for Human Resource Development (HRD).** At least 5% of the HRD Fund shall be allocated for the PRAISE and incorporated in the DepEd's Annual Work and Financial Plan and Budget.

## **IV. OBJECTIVES**

- 4.1 **General Objective.** DepEd Region VIII PRAISE System's general objective is to encourage, recognize and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts which contribute to the efficiency, economy, and improvement in government operations, which lead to organizational productivity.
- 4.2 **Specific Objectives.** The specific objectives of DepEd Region VIII PRAISE System shall be as follows:
  - 4.2.1 To establish a mechanism for identifying, selecting, rewarding, and providing incentives to deserving officials and employees at the start of each year;
  - 4.2.2 To identify outstanding accomplishments, best practices of employees on a continuing basis;
  - 4.2.3 To recognize and reward accomplishments and innovations periodically or as the need arises; and
  - 4.2.4 To provide incentives and interventions to motivate officials and employees who have contributed ideas, suggestions, inventions, discoveries, superior accomplishments, and other personal efforts.

## V. INSTITUTIONALIZATION OF THE PRAISE SYSTEM, COMPOSITION, DUTIES AND FUNCTIONS OF THE PRAISE COMMITTEE MEMBERS, SECRETARIAT, AND TECHNICAL WORKING GROUP

- 5.1 **Institutionalization.** The DepEd Region VIII PRAISE System is hereby institutionalized for proper guidance and compliance of all concerned.
- 5.2 **Authority to Oversee the System.** The Regional Director shall be responsible in overseeing the DepEd Region VIII PRAISE' operations.
- 5.3 **Constitution and Composition of the PRAISE Committee, Secretariat, and Technical Working Group.** DepEd Region VIII PRAISE Committee, Secretariat, and Technical Working Group (TWG) shall be constituted to screen and recommend eligible candidates for national awards, and likewise grant informal awards based on the CSC-approved DepEd Region VIII PRAISE Manual. These Committee, Secretariat, and TWG shall ensure efficiency, wide participation, and transparency in all processes. The following constitutes the DepEd Region VIII PRAISE Committee, Secretariat, and TWG:

Honorary Chairperson	Regional Director		
Chairperson	Assistant Regional Director		
Co-Chairperson	Chief, Human Resource Development Division		
Members	Chief, Administrative Division		
	Chief, Curriculum and Learning Management		
	Division		
	Chief, Educational Support Services Division		
	Chief, Finance Division		
	Chief, Field Technical Assistance Division		
	Chief, Policy, Planning and Research Division		
	Chief, Quality Assurance Division		
	Two (2) representatives from the career rank-and-		
	file employees who shall serve for a period of two		

	years and chosen through a general assembly or
	any other mode of selection to be conducted for
	the purpose or designated by the registered union
	in the absence of an accredited union (one from
	the first level and one from the second level).
Secretariat	Education Program Supervisor, HRDD
	Education Program Supervisor, CLMD
	Supervising Administrative Officer, AD
	Supervising Administrative Officer, FD
	Education Program Specialist II, HRDD
	Administrative Officer V, Personnel Section, AD
Technical Working	Selected personnel from the functional divisions
Group (TWG)	

- 5.4 **Duties and Functions of the PRAISE Committee.** The duly constituted PRAISE Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of DepEd Region VIII. As such the Committee shall meet periodically to perform the following tasks:
  - 5.4.1 Establish a system of incentives and awards to recognize and motivate employees for their performance and conduct;
  - 5.4.2 Ensure that productivity, innovative ideas, suggestions and exemplary behavior can be identified, considered, managed and implemented on a continuing basis to cover employees at all levels;
  - 5.4.3 Be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of the DepEd Region VIII. The DepEd Region VIII may, however, employ an external or independent body to assist the PRAISE Committee to judiciously and objectively implement the system of incentives and awards.

- 5.4.4 Establish its own internal procedures and strategies. Membership in the Committee shall be considered part of the members' regular duties and functions.
- 5.4.5 Formulate, adopt, and amend internal rules, policies, and procedures to govern the conduct of its activities which shall include the guidelines in evaluating the nominees and the mechanism for recognizing the awardees;
- 5.4.6 Determine the forms of awards and incentives to be granted;
- 5.4.7 Monitor the implementation of approved suggestions and ideas through feedback and reports;
- 5.4.8 Prepare plans, identify resources, and propose budget for the system on an annual basis;
- 5.4.9 Develop, produce, distribute a system policy manual, and orient the employees on the same;
- 5.4.10 Document best practices, innovative ideas, and success stories which will serve as promotional materials to sustain interest and enthusiasm;
- 5.4.11 Submit an annual report of awards and incentives system to the CSC on or before the thirtieth day of January;
- 5.4.12 Monitor and evaluate the System's implementation every year and make essential improvements to ensure its suitability to DepEd Region VIII; and
- 5.4.13 Address issues relative to awards and incentives within fifteen (15) days from the date of submission.

#### 5.5 **Duties and Functions of PRAISE Secretariat**

5.5.1 Perform secretariat and technical support functions to the PRAISE Committee;

- 5.5.2 Prepare the necessary documents to be used by the PRAISE Committee during the screening/interview and deliberation process; and
- 5.5.3 Perform other related tasks.
- 5.6 **Duties and Functions of the PRAISE Technical Working Group (TWG)** 
  - 5.6.1 Provide technical assistance to the PRAISE Committee;
  - 5.6.2 Assist the PRAISE Committee during the screening/interview and deliberation process; and
  - 5.6.3 Perform other related tasks.
- 5.7 **Qualifications of PRAISE Committee Members.** To implement the System effectively, the PRAISE Committee members are expected to possess positive attitude; be capable of implementing submitted ideas; open-minded; decisive; have high tolerance for stress or pressure; and actively participate in all Committee meetings.
- 5.8 **Committee Membership as a Regular Duty.** To ensure proper, effective, and efficient implementation of the DepEd Region VIII PRAISE System, membership of the Committee, calendar of activities for the year must be set by them ensuring that timelines are not in conflict with other activities.
- 5.9 **Presiding Officer.** The Chairperson shall be the Presiding Officer in all PRAISE Committee Meetings and in his/her absence, the Co-Chairperson shall preside on a particular meeting subject to the specific instructions by the incumbent Chairperson.
- 5.10 **Meetings.** The PRAISE Committee shall regularly meet every quarter or as the need arises, on the date and time duly determined by the Chairperson and duly concurred by at least majority of its Members. The Chairperson or at least two (2) members may request holding of a special meeting on the date and time so specified in the notice of meeting issued by the Chairperson or petition by the members, as the case may be.

5.11 **Quorum.** The quorum of every meeting of the PRAISE Committee shall be fifty percent plus one (50% + 1) of the total membership.

## **VI. TYPES OF AWARDS AND INCENTIVES**

- 6.1 **National Awards** DepEd Region VIII shall participate in the search for deserving officials or employees who may be included in the screening of candidates for awards given by other government agencies, private entities, NGOs, and other award giving bodies, such as:
  - 6.1.1 **Presidential Lingkod Bayan (PLB) Award** conferred to an individual or group comprised of five members for exceptional or extraordinary contributions resulting from an idea or performance that had nationwide impact on public interest, security, and patrimony.
  - 6.1.2 Outstanding Public Officials and Employees or the Dangal ng Bayan (DNB) Award – conferred to an individual for performance of an extraordinary act or public service and consistent demonstration of exemplary ethical behavior on the basis of observance of the eight norms provided under Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Government Officials and Employees.
  - 6.1.3 **Civil Service Commission (CSC) Pagasa Award** conferred to an individual or group comprised of five members for outstanding contribution/s resulting from an idea or performance that directly benefit more than one department of the government.
  - 6.1.4 **Other Awards** given by other government agencies, private institutions, or NGOs to an individual or team for contributions of an idea or performance that directly benefited the government.

- 6.2 **Department/Regional Level Awards** DepEd Region VIII shall develop and initiate the search for deserving employees who may be included in the screening of candidates for awards to be given such as:
  - 6.2.1 Best Employee Award granted to an individual or individuals who excelled among peers in a functional group, position, or profession. A cash award of not less than the amount provided under relevant existing laws shall be given to outstanding employees plus a certificate of recognition or other forms of incentives as the committee may decide.
  - 6.2.2 Gantimpala Agad Award given outright to official/s and or employee/s in the Regional Office commended by clients/superior/top management and or functional divisions for their courtesy, promptness, efficiency, and dedication to duty.
  - 6.2.3 Exemplary Behavior Award given to official/s and or employee/s in the Regional Office based on the eight norms of conduct as provided under RA 6713 (Code of Conduct and Ethical Standards). The awardee may be nominated by the DepEd PRAISE Committee to the Dangal ng Bayan Award.
  - 6.2.4 **Best Organizational Unit Award** granted to the top organizational unit, which may be a section, division, or office, on the basis of meeting the organization's performance targets and other pre-determined criteria.
  - 6.2.5 **Cost Economy Measure Award** granted to an employee or team whose contributions such as ideas, suggestions, inventions, discoveries, or performance of functions result in savings in terms of manhours and cost, or otherwise benefit the DepEd and government as a whole. The monetary award shall not exceed 20% of the monetary savings generated from the contribution.

- 6.2.6 Service Award conferred on retirees whether under optional or compulsory retirement schemes held during a fitting ceremony on or before the date of retirement who shall be given a Plaque of Recognition and any form of token the Office provides.
- 6.2.7 **Other Awards** Such other awards which the DepEd Region VIII may decide to give.
- 6.3 **DepEd Region VIII PRAISE Awards** DepEd Region VIII shall develop and initiate the Search for deserving officials/employees/Schools Division Offices/Schools who may be included in the screening of candidates for awards to be given such as, but not limited to:
  - 6.3.1 **Best Employee Award** aims to recognize Outstanding DepEd Region VIII officials and employees for both Schools Division Offices and the Regional Office, on the following award categories:

#### 6.3.1.1 Most Outstanding Teacher (T I-III, MTs)

	6.3.1.1.1	Kindergarten		
	6.3.1.1.2	Elementary		
	6.3.1.1.3	Junior High School (JHS)		
	6.3.1.1.4	Senior High School (SHS)		
	6.3.1.1.5	Alternative Learning System (ALS)		
	6.3.1.1.6	Special Education (SPED)		
	6.3.1.1.7	Madrasah		
	6.3.1.1.8	Multigrade		
6.3.1.2	Most Outs	tanding School Head		
	6.3.1.2.1	Elementary (Monograde School- Central		
		Category)		
	6.3.1.2.2	Elementary (Monograde School-Non-		
		Central Category)		

6.3.1.2.3 Elementary (Multigrade School)

	6.3.1.2.4	Junior High	School (JHS)			
	6.3.1.2.5	Secondary S	Secondary School (JHS and SHS)			
	6.3.1.2.6	Stand Alone	Stand Alone Senior High School			
	6.3.1.2.7	Integrated S	Integrated School (Elem. and JHS/SHS)			
6.3.1.3	Most Ou	Itstanding Non-	Teaching Personnel (Level			
	1)					
	For SDO	/RO Level:				
	6.3.1.3.1	Administrati	ve Aide			
	6.3.1.3.2	Administrati position	ve Assistant or equivalent			
6.3.1.4	Most	Outstanding	Non-Teaching/Teaching-			
	Related Personnel (Level 2)					
	6.3.1.4.1	Schools Div	ision Office (SDO) Level			
		6.3.1.4.1.1	Administrative Officer V			
		6.3.1.4.1.2	Human Resource Management Officer (HRMO)			
		6.3.1.4.1.3	Supply Officer			
		6.3.1.4.1.4	Cashier			
		6.3.1.4.1.5	Records Officer			
		6.3.1.4.1.6	Legal Officer			
		6.3.1.4.1.7	Accountant			
		6.3.1.4.1.8	Budget Officer			
		6.3.1.4.1.9	Librarian			
		6.3.1.4.1.10	Registrar			
		6.3.1.4.1.11	Planning Officer			

	6.3.1.4.1.12	Information Technology Officer
	6.3.1.4.1.13	Engineer
	6.3.1.4.1.14	Project Development Officer
	6.3.1.4.1.15	Senior Education Program Specialist
	6.3.1.4.1.16	Education Program Specialist
	6.3.1.4.1.17	Nurse
	6.3.1.4.1.18	Medical Officer
	6.3.1.4.1.19	Dentist
	6.3.1.4.1.20	Public Schools District Supervisor
	6.3.1.4.1.21	Education Program Supervisor
6.3.1.4.2	Regional Of	fice Level
	6.3.1.4.2.1	Education Program Supervisor
	6.3.1.4.2.2	Level 2 Unique Position
	6.3.1.4.2.3	Section/Unit Head
	6.3.1.4.2.4	Administrative Officer
	6.3.1.4.2.5	Accountant

6.3.2 **Top Ten (10) in National Examinations** - aims to recognize DepEd Region VIII officials and employees for both Schools Divisions and the Regional Office who belong to the Top 10 in National Examinations.

6.3.3	Best Office/School Award			
	6.3.3.1	Most Outstanding School		
		6.3.3.1.1	Elementary (Monograde School- Central	
			Category	
		6.3.3.1.2	Elementary (Monograde School-Non-	
			Central Category)	
		6.3.3.1.3	Elementary (Multigrade School)	
		6.3.3.1.4	Junior High School (JHS)	
		6.3.3.1.5	Secondary School (JHS and SHS)	
		6.3.3.1.6	Stand Alone Senior High School	
		6.3.3.1.7	Integrated School (Elem and JHS/SHS)	
	6.3.3.2	Most Outsta	st Outstanding Schools Division Office	
		6.3.3.2.1	Provincial Division	
		6.3.3.2.2	City Division	

The finalists for each category shall receive a Certificate of Recognition, while the most outstanding official/employee/SDO/school shall receive a plaque and a monetary award subject to the availability of funds, and accounting and auditing rules and regulations (Refer to the provision in 6.7 PRAISE Monetary Incentives).

#### 6.4 **DepEd Region VIII Special Awards/On-the-Spot Awards**

- 6.4.1 **Prompt submission of reports** given to RO employee/functional division for prompt and complete submission of required reports.
- 6.4.2 Active participation to RO activities/conferences Award given to RO employee/functional division for actively participating in activities with complete attendance.
- 6.4.3 **Gawad ng Regional Director Award** shall be given in recognition to an "extra-ordinary achievement" that is successfully implemented

an idea that contributed to the efficiency and economy of individual, functional division's productivity, or improvement in operations or in the welfare of co-employees.

- 6.4.4 **Most Punctual Award** shall be given to official/s and/or employee/s in the Regional Office in recognition of his/her perfect attendance with no tardiness/undertime incurred and no pass slip/s on personal business, duly nominated by the Chief of the functional divisions.
- 6.4.5 **Good Housekeeping Award** shall be given to employee/s or Divisions/Units/Sections whose physical areas of responsibility are well maintained and follow good office-keeping practices based on the results of the Workplace Improvement Team (WIT) assessment following the quality procedure.
- 6.4.6 **Best Innovation Award** shall be given to employee/s who introduce new ideas, goods, services, and practices which are intended to be useful and could address gaps on access, quality and relevance, and governance or management of education services.
- 6.4.7 **Other awards** any award duly approved by the Regional Director upon the recommendation of the PRAISE Committee.

#### 6.5 Existing Incentives for the Department of Education Employees

- 6.5.1 **Types of Incentives.** DepEd Region VIII shall continuously search, screen, and reward deserving officials and employees to motivate them to improve the quality of their performance and instill excellence in public service. As such, the following types of incentives shall be regularly awarded:
  - 6.5.1.1 **Loyalty Award/Incentive** given to an official or employee who has completed at least ten (10) years, and every five years thereafter, of continuous and

satisfactory service in the government. The awardee shall receive a loyalty memorabilia/souvenir as follows, subject to availability of funds:

		Medallion	
30, 35, and 40 years	-	Gold	Service
20 and 25 years	-	Silver Serv	ice Ring
10 and 15 years	-	Bronze Ser	vice Pin

or other memorabilia/souvenir as may be provided by the DepEd Region VIII PRAISE.

In addition to the loyalty memorabilia/souvenir, a cash gift which is one thousand pesos (P1,000) for every year of service shall be given to qualified officials or employees per DepEd Order No. 54 s. 2015. In line with the Commission on Audit Circular No. 2013-003A dated September 18, 2013, the following are the prescribed revised rates of the Loyalty Cash Award (LCA):

10 <sup>th</sup> year	-	P10,000
15 <sup>th</sup> year	-	P5,000
20 <sup>th</sup> year	-	P5,000
25 <sup>th</sup> year	-	P5,000
30 <sup>th</sup> year	-	P5,000
35 <sup>th</sup> year	-	P5,000
40 <sup>th</sup> year	-	P5,000

The Office also awards Plaque of Recognition to all Loyalty Service awardees. The loyalty memorabilia or souvenir as well as the amount may change based on availability of funds duly deliberated by the PRAISE Committee and approved by the Regional Director.

- 6.5.1.2 Step Increment/s Due to Meritorious Performance and Step Increment Due to Length of Service per Joint CSC-DBM Circular No. 1, s. 2012 – given to an employee who has rendered at least three (3) years of continuous and satisfactory service in the same position. An employee may progress from Step 1 to Step 8 of the salary grade allocation of his/her position in recognition of meritorious performance based on a Performance Management System approved by the CSC and/or through the length of service in accordance with Joint CSC-DBM Circular No. 1, s.2012. Employees authorized to receive Longevity Pay under existing laws shall no longer be entitled to Step Increments Due to Length of Service.
- 6.5.1.3 **Productivity Enhancement Incentive (PEI) DBM Budget Circular No. 2017-4** – given to all employees who have performed at least a satisfactory performance for the year covered. The amount of five thousand pesos (P5,000) each is given not earlier than December 15 of every year to all qualified government employees for the purpose of improving employees' productivity.
- 6.5.1.4 Performance-Based Bonus (PBB) The PBB is a top-up bonus which will be given to employees based on their contribution to the achievement of their Department or Agency's targets and commitments. Under the PBB, units of Departments will be ranked according to their performance. The personnel within these units shall also be ranked.

The ranking of units and personnel will be based on their actual performance at the end of the year, as measured by verifiable, observable, credible, and sustainable indicators of performance.

- 6.5.1.5 **Collective Negotiation Agreement (CNA)** is an incentive granted to the employees of the Regional Office who are members of the DepEd National Employees Union with approved and successfully implemented CNAs in recognition of their efforts in accomplishing performance targets at lesser cost and in attaining more efficient and viable operations through cost-cutting measures and systems improvement, subject to availability of funds.
- 6.6 **Forms of Awards and Incentives** The awards and incentives under the PRAISE System of DepEd Region VIII shall be as follows:
  - 6.6.1 **Salu-salo Together** meal/snacks hosted by the Regional Director/Assistant Regional Director/Chiefs of functional division for employee/s who have made significant contributions.
  - 6.6.2 **Personal Growth Opportunities** incentives which may be in the form of attendance in conferences on official business and other learning opportunities.
  - 6.6.3 Trophies, Plaques, and Certificates
  - 6.6.4 Monetary Award

#### 6.6.6 Travel Packages

- 6.6.7 **Other incentives** incentives in kind which may be in the form of merchandise, computers, cellular phones, communication allowance, recognition posted on DepEd Region VIII website, or newsletter to employees of the Regional Office who perform significant contribution to the Office and shall be appropriate for the position held.
- 6.7 PRAISE Monetary Incentives In addition to the Plaques and Certificates of Recognition provided for under this Manual, the PRAISE Committee may recommend granting of monetary incentives to all Regional awardees. The PRAISE Committee shall determine the amount subject to the approval of the Regional Director, availability of funds, and the usual accounting and auditing rules and regulations.

### VII. SEARCH AND SCREENING PROCEDURES

- 7.1 **General Conditions.** The following conditions shall strictly be followed:
  - 7.1.1 **Competition among Nominees.** Nominees for any of the awards, whether by individual or group categories, shall compete among themselves and be screened based on the criteria or standards, requirements and process provided under this Manual and/or as the PRAISE Committee may determine subject to the approval by the Regional Director.
  - 7.1.2 **Cut-off Score.** There shall be a cut-off score of 70 points for all awards in order to qualify as a regional nominee. The Regional PRAISE Committee shall not receive any nomination for nominees whose total score/point is below the cut-off score.
  - 7.1.3 **Grounds for Disqualification.** Notwithstanding as may be provided in pertinent provisions of this Manual and CSC circulars, rules and

regulations, candidates/nominees for any of the awards shall have no pending case and/or had not been found guilty of any administrative, criminal, or civil case. Provided, that a pending case shall refer to any complaint that has already gone through preliminary investigation and that a formal charged has been filed against a candidate or nominee before a competent tribunal. Provided, further, that a case that has already been considered dismissed shall not disqualify a candidate or nominee from participating in the screening process after submitting a certification issued by the disciplining authority/proper court.

- 7.1.3.1 Non-compliance with the submission of the complete documentary requirements shall render the nominee ineligible for the Search.
- 7.1.3.2 Misrepresentation, bribery, and any form of special favors to the PRAISE Committee shall be ground for disqualification.
- 7.2 General Procedure for Nomination, Evaluation, and Identification of Awardees The following procedures shall be used:
  - 7.2.1 **Procedure for Nominating, Evaluating, and Identifying for the Most Outstanding SDO Employee/s** 
    - 7.2.1.1 The School PRAISE committee shall conduct a selection process at the school level. The prescribed search criteria shall be used in evaluating the document of the candidates.
    - 7.2.1.2 Only the candidate with the highest score that meets the cut-off score shall be nominated to the District PRAISE Committee using a nomination form with the other requirements, as reflected on the list.

- 7.2.1.3 The District PRAISE Committee shall validate and evaluate the forwarded documents using the same prescribed search criteria. The school nominee with the highest score that meets the cut-off score shall be nominated to the Division PRAISE Committee as the district nominee using a nomination form with the other requirements, as reflected on the list.
- 7.2.1.4 The Division PRAISE Committee shall review the documents of the district nominees using the same prescribed search criteria. The district nominee with the highest score that meets the cut-off score shall be nominated to the Regional PRAISE Committee as the division nominee using a nomination form with the other requirements, as reflected on the list.
- 7.2.1.5 The Regional PRAISE Committee together with the Secretariat and TWG shall review the documents of the division nominees vis-à-vis the search criteria. The 13 Division Nominees shall be called for interview and/or verification other mode of or assessments (teleconferencing, face to face, video presentation, and others) conforming with the health protocols that fit the situation of the place. The division nominee with the highest FINAL SCORE THAT MEETS THE CUT-OFF SCORE AFTER THE VALIDATION AND DELIBERATION shall be conferred as the REGIONAL AWARDEE.

## 7.2.2 Procedure for Nominating, Evaluating, and Identifying for the Most Outstanding Regional Office Employee/s

- 7.2.2.1 The Division Chief shall nominate qualified employee/s for the award/s. A nomination form duly accomplished and all the other requirements, as reflected in the list, shall be submitted by the functional division nominee to the Regional PRAISE Committee.
- 7.2.2.2 The Regional PRAISE Committee shall evaluate, review, and validate the documents of the functional division nominees using the prescribed search criteria. The functional division nominees shall be called for interview and/or other mode of verification or assessments (teleconferencing, face to face, video presentation, and others) conforming with the health protocols that fit the situation of the place. The concerned RO division chiefs of the three finalists shall inhibit during the interview. The functional division nominee with the highest FINAL SCORE THAT MEETS THE CUT-OFF SCORE AFTER THE VALIDATION AND DELIBERATION shall be conferred as the REGIONAL AWARDEE.

## 7.2.3 **Procedure for Nominating, Evaluating, and Identifying for the Most Outstanding Office/School**

7.2.3.1 The Division PRAISE committee shall conduct a selection process at the division level. The prescribed search criteria shall be used in evaluating the document of the nominees. The nominees with the highest score that meets the cut-off score shall be nominated to the regional level using a nomination

form with the other requirements, as reflected on the list.

- 7.2.3.2 All Provincial/City Schools Division Offices (SDOs) shall automatically be considered as nominees of the Search for Most Outstanding Schools Division Office for Provincial/City division offices. The Regional PRAISE Committee shall evaluate the documents submitted by the division vis-à-vis the search criteria.
- 7.2.3.3 A 3-minute slide deck/video presentation and writeup of accomplishments with the attached mode of verification shall be submitted following the regional template. The Schools Division Superintendent shall be the one to present the accomplishments/achievement of the Division.
- 7.2.3.4 The Regional PRAISE Committee shall review the documents of the division nominees using the prescribed search criteria. The 13 Provincial/City Division SDO Nominees shall be called for verification or assessments (teleconferencing, face to face, video presentation, and others) conforming with the health protocols that fit the situation of the place. The office/school with the highest FINAL SCORE THAT MEETS THE CUT-OFF SCORE AFTER THE VALIDATION AND DELIBERATION shall be conferred as the REGIONAL AWARDEE.

#### 7.3 **Other General Provisions**

7.3.1 The PRAISE Committee shall strictly follow the scheduled dates.

- 7.3.2 Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.
- 7.3.3 For the national mandated awards such as Brigada Eskwela Best Implementing Schools, SBM Level III of Practice, Curriculum-related awards, and others, a separate guidelines and criteria shall be used.
- 7.3.4 The Schools Division Offices can also innovate another kind of awards for as long as the Awards set by the Regional PRAISE Committee are implemented.
- 7.3.5 The Official Results of the Regional Selection Process shall be posted at the Regional Office's official website.
- 7.3.6 The Regional Office may opt to adopt other platforms of conducting the awarding ceremony depending upon the situation of the place.
- 7.3.7 In case of a tie at any level, the PRAISE Committee shall refer to the OPCRF/IPCRFs of the nominees. The nominee with the highest OPCRF/IPCRF numerical rating shall receive the nomination/award. In case all nominees display the same OPCRF/IPCRF numerical rating, all nominees shall be recognized.
- 7.3.8 Any member of the PRAISE Committee who is related to a nominee up to fourth degree of consanguinity and affinity shall inhibit himself/herself from evaluating the documents and interviewing all candidates/nominees for the said award category.
- 7.3.9 In case of protest, the aggrieved party may file his/her protest within five (5) calendar days after the official result has been posted in the official website by the School/District/Division/Regional PRAISE Committee. The School/District/Division/Regional PRAISE Committee shall decide the protest within three (3) calendar days from receipt of the protest. The decision of the PRAISE Committee is

final and irrevocable. No motion for reconsideration shall be entertained.

#### 7.4 **Basic Qualifications**

- 7.4.1 With at least 2 (two) years of relevant experience in the same position that an employee is nominated
- 7.4.2 With an IPCRF/OPCRF rating of at least 4.500 (Outstanding) for the past two years in the same position that an employee is nominated
- 7.4.3 Has no pending case and/or had not been found guilty of any administrative, criminal, or civil case

#### 7.5 **List of Requirements**

The Nomination Folder per nominee shall contain the following items:

- 7.5.1 Completely filled-out nomination form (*For SDOs, signed by the Schools Division Superintendent and endorse the same to the Regional PRAISE Committee; For RO, signed by the Division Chief and endorse the same to the Regional PRAISE Committee*)
- 7.5.2 Updated Service Record duly certified by the SDO Administrative Officer V
- 7.5.3 Nominee's updated and completely filled-up CS Form 212 Revised 2017
- 7.5.4 Selection results duly signed by the PRAISE committee at the different committee levels
- 7.5.5 Certification for the conduct of the selection process duly signed by the Committee Chair
- 7.5.6 For division office nominees, endorsement letter from the Schools Division Superintendent; for regional office nominees, endorsement letter from the Division Chief to the Regional Director
- 7.5.7 OPCR/IPCR for the past two years in the same position that an employee is nominated

- 7.5.8 Duly certified means of verification (MOVs) for the awards, recognition, participation, and other accomplishments by the School Head/Records Officer/Division Chief as the case maybe. In no case shall the nominee certify his/her MOVs
- 7.6 **Stages of the Search for DepEd Region VIII** The Regional PRAISE Committee shall conduct a thorough evaluation and search for each category following the two stages namely:
  - 7.6.1 Screening and Evaluation of Documents and Interview Stage -The Schools Division Offices shall conduct their Division Search for Outstanding Officials/Employees/Schools using the prescribed search criteria. They shall nominate their awardees to the Regional PRAISE Committee for the DepEd Region VIII PRAISE Awards.

The functional divisions of the Regional Office shall submit their nominees to the PRAISE committee.

If face-to-face interaction is not possible, teleconferencing, and other online platforms shall be considered and be maximized to proceed with the screening and evaluation of document stage.

The PRAISE Committee shall evaluate the documents for any of the categories with only one nominee provided he/she meets the cut-off score of 70.

7.6.2 Validation Stage - The Regional PRAISE Committee shall spearhead the validation (document evaluation and interview) of the division nominees for each category from the concerned Schools Division Offices/functional divisions using the prescribed search criteria. The Committee shall identify the regional awardee for each category. If face-to-face interview is not possible, teleconferencing, and other online platforms shall be considered and be maximized to proceed with the validation stage.

The PRAISE Committee shall deliberate on the consolidation of results, by category. They shall signify in the Consolidated Rating Sheet, by category and shall treat with utmost confidentiality the results which shall be declared during the Awarding ceremony.

## VIII. PUBLICATIONS OF THE FINAL SCREENING RESULTS, AWARDING CEREMONIES, AND SUBMISSION OF PRAISE REPORT

- 8.1 **Conduct of the Awarding Ceremony** The Top Three Finalists for each of the categories are recognized and formally presented on stage/virtually. The winners for each of the categories are declared during the Awarding Ceremony. The Top Three finalists shall be issued Certificate of Recognition, while the winner shall also receive a plaque and a cash prize subject to availability of funds and COA rules and regulations (Refer to the provision in 6.7 PRAISE Monetary Incentives).
- 8.2 **Publication of Results** The official results of the DepEd Region VIII PRAISE Awards shall be disseminated through a Regional Memorandum not less than five days from the Awarding Ceremony. The Annual Report of the PRAISE Implementation in the Regional Office shall be prepared and submitted to the CSC Regional Office on or before the 30th day of January.
- 8.3 **Policy Review and Enhancement** The PRAISE Committee shall meet on the third week of January to evaluate the PRAISE implementation of the Region and review the policy to continuously improve the process and guidelines.

- 8.4 **Criteria and Standards** In the evaluation of nominees' documents for DepEd Region VIII Praise Awards, Criteria by category (Annex E) shall be used.
  - 8.4.1 **Criteria and Standards for other PRAISE Awards** The criteria and standards for other PRAISE Awards such as the Gawad Agad Award shall be in accordance with the specific requirements as may be indicated in the Certificate of Recognition which shall be presented during the Monday Convocation and or other forms of Regional Office gatherings, team building activities, conferences, and celebration. These shall be consistent with applicable laws, rules and regulations promulgated by competent authority/ies and/or as the PRAISE Committee which may be prescribed duly approved by the Regional Director.
  - 8.4.2 **Other Considerations** Other similar circumstance/s may be considered in favor of the nominee, as may be determined by the PRAISE Committee concerned duly approved by the Regional Director.
- 8.5 **Nomination Form** The Nomination Form with the 2"x 2" picture of the nominee shall be accomplished by the immediate head.
- 8.6 **Omnibus Certification of Authenticity and Veracity of Documents.** -The Omnibus Certification of Authenticity and Veracity of Documents is a legal document executed by the nominee swearing the authenticity and veracity of the documents he/she submitted. This also authorizes the Department of Education to verify the authenticity of his/her documents submitted for his or her application to the DepEd Region VIII PRAISE Awards.
- 8.7 **Grounds for the Deferment and Cancellation of the Screening Process of a Nominee** - The PRAISE Committee shall defer or cancel the screening

process for a nominee, whether individual or group, for any of the following grounds:

- 8.7.1 Failure of the nominee to meet the basic qualifications;
- 8.7.2 Failure of the nominee to submit the required documentary requirements on the dates prescribed by the PRAISE Committee; and
- 8.7.3 Documents submitted are found and proven falsified.
- 8.8 **Notification of Awarding Ceremony and Results** For the DepEd Region VIII PRAISE Awards, a Regional Memorandum shall be issued indicating the names of the three finalists per category and this would serve as notice for them to attend the Ceremony where the awardees shall be declared. After the Awarding Ceremony, a Regional Memorandum shall be issued announcing the official results of the DepEd Region VIII PRAISE Awards.
- 8.9 **Forms of Decisions by the PRAISE Committee** All decisions by the PRAISE Committee shall be reflected in the Minutes of Meeting which shall be adopted by at least majority of its members, there being a quorum.

# **IX. POINT RECOGNITION AND EQUIVALENCY OF PRAISE AWARDS**

9.1 **Point Equivalency and Recognition for DepEd Region VIII Officials and Employees** - The awards conferred to the awardees shall be credited under Outstanding Accomplishment for future possible promotion/reclassification/conversion to higher position, subject to the allowable points under the Merit Selection Plan of the Department of Education.

# **X. FUNDING REQUIREMENTS**

10.1 **Source of Funds** – Subject to pertinent provisions in this Manual and CSC Circulars, rules and regulations, the following conditions shall strictly be

observed in the determination of the PRAISE incentives and sources of funds, to wit:

- 10.1.1 The amount of the PRAISE incentives shall be determined by the PRAISE Committee duly approved by the Regional Director.
- 10.1.2 DepEd Region VIII shall allocate at least 5% of their Human Resource and Development funds for the PRAISE activities and incorporate the same in its annual Work and Financial Plan with corresponding budget requirement duly uploaded in the Project Management Information System (PMIS).

# XI. IMPLEMENTING GUIDELINES

11.1 **Rule-Making Authority** - DepEd Region VIII Regional Director shall, upon the recommendation by the PRAISE Committee, formulate such implementing guidelines deemed necessary and incidental to ensure proper, effective, and efficient implementation of the provisions of this PRAISE System Manual.

# **XII. Effectivity**

The DepEd Region VIII PRAISE System Manual shall become effective after final evaluation by the Civil Service Commission. Subsequent amendments shall likewise be submitted to CSC for evaluation and shall take effect immediately.

# **XIII. COMMITMENT**

We hereby commit to implement and abide by the provisions of this DepEd Region VIII PRAISE System Manual which shall be the basis for the grant of awards and incentives.

ALEJANDRITO L. YMAN Chief, Administrative Division Member, PRAISE Committee

ISIDRO C. CATUBIG

Chief, Education Support Services Division Member, PRAISE Committee

**CESAR P. VERUNQUE** Chief, Field Technical Assistance Division

Member, PRAISE Committee



HARVIE D. VILLAMOR Chief, Curriculum and Learning Management Division Member, PRAISE Committee

# ALMA E SUYOM

Chief, Finance Division Member, PRAISE Committee

# nhing

**RITA R. DIMAKILING** Chief, Policy, Planning, and Research Division Member, PRAISE Committee

# MERCEDES D. SARMIENTO

Chief, Human Resource Development Division Co-Chairperson, PRAISE Committee

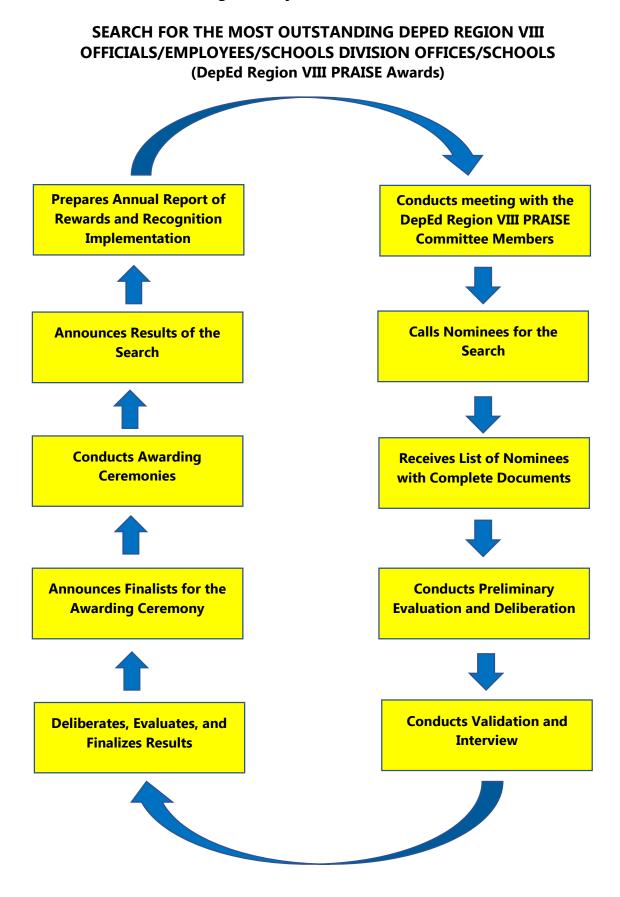
BEBIANO I. SENTILAS, CESO V Assistant Regional Director Chairperson, PRAISE Committeee

EVELYN R. FETALVERO, CESO IV Regional Director Date: 07 JUN 2022

#### **ROSEMARIE M. GUINO** OIC-Chief, Quality Assurance Division

Member, PRAISE Committee

## ANNEXES Annex A: Rewards and Recognition System Process



#### Annex B: Omnibus Certification of Authenticity and Veracity of Documents

#### **OMNIBUS CERTIFICATION OF AUTHENTICITY AND VERACITY OF DOCUMENTS**

I\_\_\_\_\_\_ Filipino, of legal age, with permanent address \_\_\_\_\_\_ at under oath, hereby depose and

state that:

That each of the documents submitted is an authentic and original copy or a true and faithful reproduction of the original, complete and that all statements and information provided therein are true and correct;

That I am assuming full responsibility and accountability on the validity and authenticity of the documents submitted;

That I am aware that any violation will automatically disqualify me from the selection process;

That I am making these statements as part of the requirement for DepEd Region VIII PRAISE Awards 20\_\_\_\_ of the Department of Education Eastern Visayas.

By executing this Omnibus Certification of Authenticity and Veracity of Documents, I hereby authorize the Department of Education Region VIII to verify the authenticity of documents I have submitted.

Nominee's Printed Name and Signature

Witness:

Division PRAISE Committee Chairperson

SUBSCRIBE AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, affiant exhibiting to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

Notary Public

Until	
PTR No.	
Date	
Place	
Tin	

Doc no.	

Page no. \_\_\_\_\_\_ Book no.

#### **Annex C: Nomination Form**

#### NOMINATION FORM

DepEd Region VIII PRAISE Awards \_\_\_\_

(Calendar Year)

#### THE PRAISE COMMITTEE

DepEd Regional Office VIII Government Center, Candahug, Palo, Leyte Recent 2" x 2" Picture of the Nominee

After undergoing a thorough evaluation in the division level based on the guidelines and criteria set by the DepEd Region VIII PRAISE Awards for DepEd Region VIII Officials and Employees, I hereby nominate:

Name of Nominee:
Category:
Current Position of Nominee:
Subject Area and Grade Level Taught:
Unit Assigned and nature of Work:
School/Office:
School/Office Address:

I hereby certify that, to the best of my knowledge, the information contained in the accompanying supporting documents are true and correct.

The nominee and the undersigned understand that the decision of the PRAISE Committee is final and that we agree to abide by it.

Name of Nominator: \_\_\_\_\_\_Signature of Nominator: \_\_\_\_\_\_

Position:	
Date Signed:	

## Annex D: Potential/Interview Checklist and Rating Sheet

#### POTENTIAL/INTERVIEW CHECKLIST AND RATING SHEET

Name of Nominee:	
School/Office:	
Division:	
Category:	

# Directions: Put a check (/) on the space provided for if the nominee exhibits the following indicators AT ALL TIMES. Otherwise, put an (x).

INDICATORS	
A. Communication Skills	
1. Expresses himself/herself clearly and logically.	
2. Communicates effectively with a wide range of individuals.	
3. Responds clearly.	
4. Response is relevant.	
B. Ability to Present Ideas	
1. Conveys information clearly and concisely.	
2. Adjusts tone, style, and language of messages to suit audience.	
3. Uses appropriate body language.	
4. Demonstrates self-awareness and self-control.	
5. Shows proficiency on the content/knowledge and expertise	
inherent to the position.	
C. Alertness	
1. Perceives and acts quickly.	
2. Manifests presence of mind.	
3. Manifests awareness of the environment.	
D. Judgment	
1. Analyzes issues and/or information and gives objective views.	
2. Draws accurate conclusions based on evidence/data.	
3. Breaks problems down and weighs up options.	
4. Explores possibilities and identifies solutions.	
5. Anticipates risks and suggests/makes improvements.	
E. Stress Tolerance	
1. Talks positively.	
2. Sees the big picture.	
3. Avoids being hijacked.	
4. Pays attention.	
No. of Checks (/)	
Point/s Earned = (No. of Checks / 21) x Allotted Points	

Rated by:

Signature over Printed Name of Rater
Date: \_\_\_\_\_

# Annex E: Search Criteria for DepEd Region VIII PRAISE Awards

# SEARCH FOR MOST OUTSTANDING KINDERGARTEN TEACHER I-III

Name of Nominee_	SDO:	
Position:	School:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ul> <li>Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li>Point/s Earned</li> </ul>	<ul> <li>IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> </ul>	
= (Average of the Two IPCRF Ratings / 5) x 15	✓ Service Record	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region – 4 points</li> <li>Nomination in the Region / Awardee in the Division – 3 points</li> <li>Nomination in the Division/ Awardee in the District – 2 points</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level.</li> <li>Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

2. December 10.		nominees) or RD (for Regional Office nominees)
<ul> <li>3.1 Conducted basic/a the DO Research Team</li> <li>Regional/Divisi</li> <li>District Level</li> <li>School Level</li> </ul> Note: <ul> <li>a. For group/team</li> <li>be divided by the</li> <li>b. Points earned and</li> </ul>	pment Projects (5 points) ction research approved by a (3 points) on Level - 3 points - 2 points - 1 point research, point/s earned will e number of researchers. e cumulative but not to ed points for the criterion.	<ul> <li>implemented / conducted</li> <li>Research and Development</li> <li>Project duly approved by the</li> <li>SDS</li> <li>✓ Certification from the SDO</li> <li>Research Committee on the</li> </ul>
<ul> <li>3.2 Presented a resear</li> <li>Interna</li> <li>Nationa</li> <li>Regiona</li> <li>Division</li> <li>School</li> </ul>	ional - 2 points Il - 1.75 points al - 1.50 points	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
4. Publication / Authors	thin (5 noints)	✓ Copy of the published book/
<ul> <li>Sole authorship of</li> <li>Co-authorship of</li> </ul>	a book - 5 points	learning resources/articles ✓ Certificate of Recognition
<ul> <li>Article published i newspaper/ maga circulation</li> </ul>	n a journal/ - 1 point per	
<ul><li>Writer of LRs</li><li>Co-Writer of LRs</li></ul>	- 4 points - 4 points will be divided by the number o writers	y
<ul> <li>Member of the De Quality Assurance Reviewer, Languag Layout Artist, broa presenters, or Illus Learning Resource</li> </ul>	velopment/ - 0.5 point in team (Content each LR but not to exceed dcaster/video 3 points trator) of the	ed
Note:		
	are cumulative but not to otted points for the criterion.	л.

<ul> <li>5. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points) <ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point</li> <li>Note: <ul> <li>Points earned are cumulative but not to</li> </ul> </li> </ul></li></ul>	<ul> <li>Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
6. Outreach Activity (5 points)         • Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements         ✓ Proponent/organizer       - 5 points         ✓ Member       - 2.5 points         Note:       a. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> <li><i>Note:</i></li></ul></li></ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points)         <ul> <li>National - 5 points</li> <li>Region - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> </ul> </li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

School - 1 point						<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>		
in the Sc	coach or con hool, District <b>(5 points)</b>					~	Memorandum/Advisory/ Bulletin Certificate of Recognition as Coach/Contestant	
National Regional	First Placers 5 points 4 points	Pla 4 p 3 p	cond acers points points	Th Plac 3 pc 2 pc	cers bints bints			
Division District School	3 points 2 points 1 point	1	points point point	1 pc 0.75 0.50	point			
Trainings activities students Divis		nd Deve garding tcomes points	elopmer improv	nt rement			Activity Completion Report with attachments such as: o Approved SLAC Session Plan	
Scho		ooints ooints					<ul> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul>	
• Utilized/ modality p		erent ir remote earned f utiliza	e learnin l is relati tion of t	ig <b>(5 pc</b> ive to tl the IMs	he in any	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> </ul>	
• Utilized/ modality p	Adopted diff suitable for lote: Point/s ercentage of earning deliv eacher	erent ir remote earned f utiliza	e learnin l is relati tion of t	ig <b>(5 pc</b> ive to tl the IMs	he in any	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> <li>Weekly Home-Learning Plan Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources</li> <li>Sample of audio and video lessons and online learning</li> </ul>	
Scho Utilized/ modality N p le te	Adopted diff suitable for lote: Point/s ercentage of earning deliv eacher	erent ir remote futiliza ery mo	e learnin is relati tion of t dality ad	iye to tl ive to tl ihe IMs dopted	he in any by the	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> <li>Weekly Home-Learning Plan Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources</li> <li>Sample of audio and video lessons and online learning</li> </ul>	
Scho Utilized/ modality N p le te	Adopted diff suitable for lote: Point/s ercentage of earning deliv eacher	erent ir remote f utiliza ery mo	e learnin is relati tion of t dality ad	ive to the IMs dopted	he in any by the	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> <li>Weekly Home-Learning Plan Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources</li> <li>Sample of audio and video lessons and online learning</li> </ul>	
Scho Utilized/ modality N p le te Percentage 95%-100%	Adopted diff suitable for lote: Point/s ercentage of earning delive eacher *KLE/SLMs 5 points 5 points 4 points 3 points 3	erent ir remote earned f utiliza ery mo	e learnin l is relati tion of t dality ad Video 5 points 4 points 3 points	ive to the IMs dopted	onints) he in any by the Online Classes 5 points 4 points 3 points	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> <li>Weekly Home-Learning Plan Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources</li> <li>Sample of audio and video lessons and online learning</li> </ul>	
Scho Utilized/ modality N p le te 95%-100% 90%-94%	Adopted diff suitable for lote: Point/s ercentage of earning delive eacher *KLE/SLMs 5 points 5 points 4 points 3 points 3	erent in remote earned f utiliza ery mo	e learnin is relati tion of t dality ad Video 5 points 4 points	ive to the IMs dopted	onts) he in any by the Online Classes 5 points 4 points	✓ ✓	<ul> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> <li>Weekly Home-Learning Plan Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources</li> <li>Sample of audio and video lessons and online learning</li> </ul>	

<ul> <li>1. KLE/SLMs &amp; HBLFT non-negotiable</li> <li>2. Point/s Earned = Average of the scores attained</li> <li>Kept a record on the Analysis Report on Learners' Performance and submitted the same to the School Head (5 points)</li> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>
<ul> <li>2. Point/s Earned = Average of the scores attained</li> <li>Kept a record on the Analysis Report on Learners' Performance and submitted the same to the School Head (5 points)</li> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>
<ul> <li>Kept a record on the Analysis Report on Learners' Performance and submitted the same to the School Head (<b>5 points</b>)</li> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>
Performance and submitted the same to the School Head ( <b>5 points</b> ) duly certified and received by the School Head
Performance and submitted the same to the School Head ( <b>5 points</b> ) duly certified and received by the School Head
Performance and submitted the same to the School Head ( <b>5 points</b> ) duly certified and received by the School Head
School Head ( <b>5 points</b> ) the School Head
One point for each of the analysis reports
One point for each of the analysis reports
given below:
1. Pre-Early Childhood Development (ECD)
Results
2. Post ECD Results
3. Quarterly Progress Reports
4. Most and Least Learned Items in ECD
5. Most and Least Learned Competencies
<ul> <li>Implemented initiatives on the alignment of ✓ Picto-narrative report duly</li> </ul>
delivery of instruction and management of signed by the school head
activities in the new normal <b>(5 points)</b>
activities in the new normal ( <b>5 points</b> )
5 or more initiatives - 5 points
•
4 initiatives - 4 points
3 initiatives - 3 points
2 initiatives - 2 points
1 initiative - 1 point
<ul> <li>Produced learners showing 75% mastery of letter ✓ Summary of Assessment</li> </ul>
knowledge and sound production ( <b>5 points</b> ) Report duly signed by School
Head
80%-100% of the learners - 5 points
60%-79% - 4 points
·
40%-59% - 3 points
20% - 39% - 2 points
19% and below - 1 point
Education & Learning and Development (10 points)
1. Education (5 points)
Doctorate/Doctor's Degree - 5 points     ✓ Transcript of Records
Complete Academic Requirements - 4.5 points     ✓ Certificate of Completion of
<ul> <li>for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points</li> <li>Academic Requirements /</li> </ul>
• Earned at least to Doctorate/ - 4 points Doctor's Degree units Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points
Laws (Juris Doctor)
Complete Academic Requirements - 3 points

for Master's Degree		
Earned at least 18 MA Units - 2.5 points		
2. Learning and Development (5 points)	✓ Certificate of Participation	
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other	
Activities (such as trainings, seminars,	agencies/organizations	
workshops, conferences, fora, etc.)	sanctioned by DepEd	
International/National - 5 points		
Regional - 4 points		
<ul> <li>Division</li> <li>- 3 points</li> </ul>		
↓ District - 2 points		
🔸 School - 1 point		
Note:		
a. Points earned are cumulative but not to		
exceed the allotted points for the criterion.		
b. Validity of the learning and development		
activities shall be within the last 3 years		
from the cut-off date set by the Regional		
PRAISE committee.		
D. Potential (5 points)		
$\checkmark$ Interview and essay shall be conducted	✓ Potential/Interview Checklist	
Communication skills	& Rating Sheet	
Ability to present ideas		
Alertness		
📥 Judgment		
Stress Tolerance		

#### SEARCH FOR MOST OUTSTANDING KINDERGARTEN MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned	
A. Performance (15 points)			
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>		
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>			
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>A points</li> <li>Nomination in the Region / Awardee in the Division</li> <li>A points</li> <li>Nomination in the Division/ Awardee in the Division</li> <li>A points</li> </ul> </li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>2 points</li> <li>Note:         <ul> <li>A points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>		

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li><b>4. Publication / Authorship (5 points)</b> <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques ( pedagogies (5 points))</li> </ul>	✓ LP/DLL duly signed by at
teaching techniques/ pedagogies <b>(5 points)</b> National - 5 points Region - 4 points Division - 3 points District - 2 points	<ul> <li>least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

<u> </u>	School -1 μ	point	<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
<ul> <li>Served as points)</li> </ul>	a mentor/coa	ach to other t	<ul> <li>✓ Certification as a mentor by the school head</li> </ul>	
5 or mo 4 mente 3 mente 2 mente only 1 n	ees ees	<ul> <li>5 points</li> <li>4 points</li> <li>3 points</li> <li>2 points</li> <li>1 point</li> </ul>		
in the Sch	oach or conte lool, District, [ ( <b>5 points)</b>		cher category) onal and	<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
	First	Second	Third	coden/contestant
	Placers	Placers	Placers	
National	5 points	4 points	3 points	
Regional	4 points	3 points	2 points	
Division	3 points	2 points	1 point	
District	2 points	1 point	0.75 point	
School	1 point	0.75 point	0.50 point	
Trainings/ activities/	ct - 4 po	Developmer rding improv omes <b>(5 poir</b> ints ints	<ul> <li>✓ Activity Completion Report with attachments such as:         <ul> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul> </li> </ul>	
curriculun modalitie:	e preparation a n aligned with s adopted by	the distance the school <b>(5</b>	e learning	<ul> <li>✓ Certificate of Recognition of being involved in the preparation and enrichment of Learning Resources such as ICT-supported Home-</li> </ul>
5 or mor		points		based Learning Facilitators'

4 IMs								·
		- 4 point					Toolkit (HBLF)	
3 IMs		- 3 point	ts				Toolkit, Audio and Video	
2 IMs		- 2 point	ts				Lessons, and Online and	
1 IM		- 1 poin	t				Offline learning resources	
						$\checkmark$	Sample of developed audio	
							and video lessons and	
							conducted online learning	
							resources	
Led collea	aques in tl	ne interp	retatior	n and ut	ilization	~	Copy of the Analysis Report	
of the foll	-	•					duly certified and received	
improvem	-	•			process		by the School Head	
( <b>2.5 poin</b> t			ig and i	curring	p. 0 0000			
( <b>2.5</b> point	()					$\checkmark$	Completion Report with	
One point	t for each	of the a	nalvcic r	anorte (	(ARc)		MOVs on the activity	
made.			10193131		(113)		conducted	
5 or mor	ro APc	- 2.5 po	inte				conducted	
	IE ANS	- 2.5 po						
			ils					
4 ARs		•						
4 ARs 3 ARs		- 1.5 po	oints					
4 ARs 3 ARs 2 ARs 1 AR Utilized/A	•	- 1.5 po - 1 poir - 0.5 pc	ints it bint nstructi				Weekly Home-Learning Plan	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s	suitable fo ote: Point, ercentage	- 1.5 po - 1 poir - 0.5 pc ifferent i or remote /s earned of utiliza	vints nt pint nstructi e learnin d is relat ation of	ng <b>(5 p</b> tive to tl the IMs	<b>pints)</b> he in any	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No pe lea	suitable fo ote: Point,	- 1.5 po - 1 poir - 0.5 pc ifferent i or remote /s earned of utiliza	vints nt pint nstructi e learnin d is relat ation of	ng <b>(5 p</b> tive to tl the IMs	<b>pints)</b> he in any	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No pe lea	suitable fo ote: Point, ercentage arning del	- 1.5 po - 1 poir - 0.5 pc ifferent i or remote /s earned of utiliza	vints nt pint nstructi e learnin d is relat ation of	ng <b>(5 p</b> tive to tl the IMs	<b>pints)</b> he in any	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No pe lea	suitable fo ote: Point, ercentage arning del	- 1.5 po - 1 poir - 0.5 pc ifferent i or remote /s earned of utiliza	vints nt pint nstructi e learnin d is relat ation of	ng <b>(5 p</b> tive to tl the IMs	he in any by the	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No pe lea tea	suitable fo ote: Point, ercentage arning del acher	- 1.5 po - 1 poir - 0.5 pc ifferent i or remote of utiliza ivery mc	oints oint nstructi e learnin d is relat ation of odality a	ng <b>(5 p</b> tive to t the IMs idopted	<b>bints)</b> he in any by the	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality No pe lea tea	suitable fo ote: Point, ercentage arning del acher *KLE/SLMs	- 1.5 po - 1 poin - 0.5 pc ifferent i or remote /s earned of utiliza ivery mc	nts nt nstructi e learnin d is relat ntion of odality a	ng <b>(5 p</b> tive to the the IMs adopted	he in any by the	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No pe lea tea Percentage 95%-100%	suitable fo ote: Point, ercentage arning del acher *KLE/SLMs 5 points	- 1.5 po - 1 poin - 0.5 po ifferent i or remote /s earned of utilizativery mo *HBLFTK 5 points	oints oint nstructi e learnin d is relat ation of odality a Video	ng <b>(5 p</b> tive to the the IMs adopted Audio <sup>5 points</sup>	oints) he in any by the Online Classes 5 points	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality Percentage 95%-100% 90%-94%	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points	<ul> <li>1.5 po</li> <li>1 poin</li> <li>0.5 po</li> <li>ifferent i</li> <li>or remote</li> <li>/s earned</li> <li>of utilizativery mod</li> <li>*HBLFTK</li> <li><sup>5 points</sup></li> <li><sup>4 points</sup></li> </ul>	vints nt pint nstructi e learnin d is relat ation of odality a <u>Video</u> <u>5 points</u> <u>4 points</u>	ng <b>(5 p</b> tive to the the IMs adopted Audio 5 points 4 points	oints) he in any by the Online Classes 5 points 4 points	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality modality Percentage 95%-100% 90%-94% 85%-89%	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points	<ul> <li>1.5 po</li> <li>1 poin</li> <li>0.5 pc</li> <li>ifferent i</li> <li>or remote</li> <li>/s earned</li> <li>of utilizativery mc</li> <li>*HBLFTK</li> <li><sup>5</sup> points</li> <li><sup>4</sup> points</li> <li><sup>3</sup> points</li> </ul>	vints of pint nstructi e learnin d is relat ation of odality a <u>Video</u> 5 points 4 points <u>3 points</u>	Audio Audio Audio Audio Audio Audio Audio Audio Audio Audio Audio Audio	oints) he in any by the Online Classes 5 points 4 points 3 points	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
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4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality modality s Percentage 95%-100% 90%-94% 85%-89% 80%-84% 79%-below	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points 2 points 1 point	<ul> <li>1.5 point</li> <li>1 point</li> <li>0.5 point</li> <li>0.5 point</li> <li>or remote</li> <li>/s earned</li> <li>of utilizativery mode</li> <li>*HBLFTK</li> <li>5 points</li> <li>4 points</li> <li>3 points</li> <li>2 points</li> <li>1 point</li> </ul>	vints of point nstructi e learnin d is relat ation of odality a Video 5 points 4 points 2 points 1 point	ng <b>(5 p</b> tive to the IMs adopted Audio 5 points 4 points 3 points 2 points	Online Classes 5 points 4 points 3 points 2 points	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality modality 9 Percentage 95%-100% 90%-94% 85%-89% 80%-84% 79%-below <i>Note:</i> 1. <i>KLE/SLMs</i>	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points 2 points 1 point & HBLFT	<ul> <li>1.5 point</li> <li>1 point</li> <li>0.5 point</li> <li>0.5 point</li> <li>ifferent interpret inte</li></ul>	hints ht pint nstructi e learnin d is relat htion of odality a Video 5 points 4 points 3 points 2 points 1 point point	ng <b>(5 p</b> tive to the IMs adopted Audio 5 points 4 points 3 points 2 points 1 point	oints) he in any by the Online Classes 5 points 4 points 3 points 2 points 1 point	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No percentage 95%-100% 90%-94% 85%-89% 80%-84% 79%-below <i>Note:</i>	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points 2 points 1 point & HBLFT	<ul> <li>1.5 point</li> <li>1 point</li> <li>0.5 point</li> <li>0.5 point</li> <li>ifferent interpret inte</li></ul>	hints ht pint nstructi e learnin d is relat htion of odality a Video 5 points 4 points 3 points 2 points 1 point point	ng <b>(5 p</b> tive to the IMs adopted Audio 5 points 4 points 3 points 2 points 1 point	oints) he in any by the Online Classes 5 points 4 points 3 points 2 points 1 point	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	
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4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality s No percentage 95%-100% 90%-94% 85%-89% 80%-84% 79%-below Note: 1. KLE/SLMs 2. Point/s Eau	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points 2 points 1 point & HBLFT rned = Av	<ul> <li>1.5 point</li> <li>1 point</li> <li>0.5 point</li> <li>0.5 point</li> <li>ifferent in point</li> <li>of utilization</li> <li>ivery mode</li> <li>*HBLFTK</li> <li>5 points</li> <li>4 points</li> <li>3 points</li> <li>2 points</li> <li>1 point</li> </ul>	hints ht pint pint nstructi e learnin d is relat ation of podality a Video 5 points 4 points 3 points 2 points 1 point potiable f the sco	ng <b>(5 p</b> tive to the IMs adopted Audio 5 points 4 points 3 points 2 points 1 point	oints) he in any by the Online Classes 5 points 4 points 3 points 2 points 1 point 1 point	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning resources	
4 ARs 3 ARs 2 ARs 1 AR Utilized/A modality modality 9 Percentage 95%-100% 90%-94% 85%-89% 80%-84% 79%-below <i>Note:</i> 1. <i>KLE/SLMs</i>	suitable for ote: Point, ercentage arning del acher *KLE/SLMs 5 points 4 points 3 points 2 points 1 point & HBLFT rned = Av	<ul> <li>1.5 point</li> <li>1 point</li> <li>0.5 point</li> <li>0.5 point</li> <li>or remote</li> <li>/s earned</li> <li>of utilizativery mode</li> <li>*HBLFTK</li> <li>5 points</li> <li>4 points</li> <li>3 points</li> <li>2 points</li> <li>1 point</li> <li>non-negge</li> <li>tives on the second second</li></ul>	hints ht pint nstructi e learnin d is relat ation of pdality a Video <sup>5 points</sup> <sup>4 points</sup> <sup>2 points</sup> <sup>1 point</sup> <i>ctiable</i> <i>cthe sco</i> the align	ng <b>(5 p</b> tive to the IMs adopted Audio 5 points 4 points 2 points 1 point Dres attain	oints) he in any by the Online Classes 5 points 4 points 2 points 1 point 1 point	~	Records of distributed KLE, HBLF Toolkit, Audio and Video Lessons, and Online learning resources Sample of audio and video lessons and online learning	

5 or more initiatives - 2.5 points 4 initiatives - 2 points	
3 initiatives - 1.5 points	
2 initiatives - 1 point	
1 initiative - 0.5 point	
C. Education & Learning and Development (10 po	intc)
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 poin</li> <li>Complete Academic Requirements - 4.5 poin</li> <li>for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 poin</li> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 poin</li> </ul>	Dints     ✓     Certificate of Completion of       Academic Requirements /     Certification of Units Earned
<ul> <li>Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 3 point for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 point</li> </ul>	
<ul> <li>2. Learning and Development (5 points)</li> <li>✓ Participation to Learning and Developmen Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> </ul>	<ul> <li>✓ Certificate of Participation</li> <li>issued by DepEd or other</li> <li>agencies/organizations</li> <li>sanctioned by DepEd</li> </ul>
<ul> <li>International/National - 5 poin</li> <li>Regional - 4 poir</li> <li>Division - 3 poin</li> <li>District - 2 poin</li> <li>School - 1 poin</li> </ul>	nts nts nts
<i>Note: a. Points earned are cumulative but not to exceed the allotted points for the crite b. Validity of the learning and developme activities shall be within the last 3 years from the cut-off date set by the Region PRAISE committee.</i>	erion. ent 's
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> </ul>	<ul> <li>✓ Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>
<ul> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	

#### SEARCH FOR MOST OUTSTANDING ELEMENTARY TEACHER I-III

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned	
A. Performance (15 points)			
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>		
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>			
<ul> <li>1. Outstanding Employee Award (5 points)         <ul> <li>National Awardee</li> <li>5 points</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>4 points</li> <li>Nomination in the Region / Awardee in the Division</li> <li>3 points</li> <li>Nomination in the Division/ Awardee in the District</li> <li>2 points</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>		

<ul> <li>Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> </ul> </li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points) National - 5 points</li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart</li> </ul>
Region - 4 points Division - 3 points District - 2 points	from at least 3 observer- authorities ✓ Certificate of Recognition

School - 1 point			<ul> <li>✓ Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
<ul> <li>Won as coach or contestant (for teacher category) in the School, District, Division, Regional and National (5 points)</li> <li>First Second Third Placers Placers</li> <li>National 5 points 4 points 3 points</li> <li>Regional 4 points 3 points 2 points</li> <li>Division 3 points 2 points 1 point</li> <li>District 2 points 1 point 0.75 point</li> </ul>			<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>	
School1 point0.75 point0.50 point• Organized Learning Action Cell (LAC)/ In-Service Trainings/Learning and Development activities/sessions regarding improvement of students' learning outcomes (5 points) Division - 5 points District - 4 points School - 3 pointsNote: a. Points earned are cumulative but not to exceed the allotted points for the criterion.			<ul> <li>✓ Activity Completion Report with attachments such as:</li> <li>○ Approved SLAC Session Plan</li> <li>○ Resource Package</li> <li>○ Approved permit to conduct</li> <li>○ Sample Program</li> <li>○ Attendance</li> <li>○ Pictorials</li> </ul>	
modality 5 c 4 I 3 I	suitable for re or above IMs Ms Ms Ms		onal materials/ g <b>(5 points)</b>	<ul> <li>✓ Weekly Home-Learning Plan</li> <li>✓ Documented data of distributed &amp; utilized learning resources duly signed by the school principal</li> <li>✓ Records of utilized IMs</li> </ul>
<ul> <li>Kept a record on the Analysis Report on Learners' Performance and submitted the same to the School Head (<b>5 points</b>)</li> <li>One point for each of the analysis reports/content:</li> <li>Quarterly Progress Reports</li> </ul>			<ul> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>	

<ul> <li>2. Data of Learners' Summative Assessment Result with the Test Item Analysis</li> <li>3. Most and Least Learned Competencies</li> <li>4. Individual Learning Monitoring Plan (if any)</li> <li>5. Learners' Profile</li> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> <li>5 or more initiatives - 5 points</li> <li>4 initiatives - 4 points</li> <li>3 initiatives - 3 points</li> </ul>	<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>
2 initiatives - 2 points	
1 initiative - 1 point	
<ul> <li>Produced learners who attained at least Satisfactory (80%) rating (<b>5 points</b>)</li> </ul>	<ul> <li>✓ Summary of Assessment Report duly signed by School Head</li> </ul>
80%-100% of the learners - 5 points	
60%-79% - 4 points	
40%-59% - 3 points	
20% - 39% - 2 points	
19% and below - 1 point	
C. Education & Learning and Development (10 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 3 points for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (5 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
<ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> </ul>	
🖊 District - 2 points	

📥 School 🛛 – 1 point	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
Communication skills	& Rating Sheet
Ability to present ideas	
🕌 Alertness	
🕌 Judgment	
Stress Tolerance	

#### SEARCH FOR MOST OUTSTANDING ELEMENTARY MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>A points</li> <li>Nomination in the Region / Awardee in the Division</li> <li>A points</li> <li>Nomination in the Division/ Awardee in the Division</li> <li>Awardee in the District</li> <li>2 points</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award received in the highest governance level.</li> <li>Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
2. Innovations (5 points) Adopted in the region/division - 5 points Adopted in the district - 4 points Fully implemented in the school - 3 points Started the implementation - 2 points Conceptualized - 1 point Note: a. For group/team innovations, point/s earned will be divided by the number of innovators. b. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>Memorandum / Invitation Letter</li> <li>Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>4. Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the published book/ learning resources/articles</li> <li>Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal</li> <li>✓ Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative</li> </ul>	✓ LP/DLL duly signed by at
teaching techniques/ pedagogies <b>(5 points)</b> National - 5 points Region - 4 points Division - 3 points District - 2 points	<ul> <li>I &gt; D ≥ 2 duly signed by dt</li> <li>least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

				reflecting Demonstration Teaching Activity (if available)
<ul> <li>Served a points)</li> </ul>	s a mentor/co	ach to other t	eachers <b>(5</b>	<ul> <li>✓ Certification as a mentor by the school head</li> </ul>
4 ment 3 ment 2 ment	ees	<ul> <li>5 points</li> <li>4 points</li> <li>3 points</li> <li>2 points</li> <li>1 point</li> </ul>		
in the Sc	coach or conte hool, District, <b>(5 points)</b>	-	cher category) onal and	<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
	First	Second	Third	
	Placers	Placers	Placers	
National	5 points	4 points	3 points	
Regional	4 points	3 points	2 points	
Division	3 points	2 points	1 point	
District	2 points	1 point	0.75 point	
School	1 point	0.75 point	0.50 point	
<ul> <li>Organized Learning Action Cell (LAC)/ In-Service Trainings/Learning and Development activities/sessions regarding improvement of students' learning outcomes (5 points) Division - 5 points District - 4 points School - 3 points</li> <li><i>Note:</i> <ul> <li><i>A Points earned are cumulative but not to exceed the allotted points for the criterion.</i></li> </ul> </li> </ul>			<ul> <li>Activity Completion Report with attachments such as:</li> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul>	
<ul> <li>Led in the preparation and enrichment of the curriculum aligned with the distance learning modalities adopted by the school (5 points)</li> <li>Based on number of instructional materials (IMs).</li> </ul>			<ul> <li>✓ Certificate of Recognition of being involved in the preparation and enrichment of Learning Resources such as ICT-supported Home-</li> </ul>	

5 or more IMs - 5 points 4 IMs - 4 points 3 IMs - 3 points 2 IMs - 2 points 1 IM - 1 point	<ul> <li>based Learning Facilitators' Toolkit (HBLF) Toolkit, Audio and Video Lessons, and Online and Offline learning resources</li> <li>✓ Sample of developed audio and video lessons and conducted online learning resources</li> </ul>
<ul> <li>Led colleagues in the interpretation and utilization of the following analysis reports for the improvement of the teaching and learning process (5 points)</li> <li>One point for each of the analysis reports (ARs) made.</li> <li>5 or more ARs</li> <li>5 points</li> <li>4 ARs</li> <li>4 points</li> <li>3 ARs</li> <li>3 points</li> <li>2 ARs</li> <li>2 points</li> <li>1 AR</li> <li>1 point</li> </ul>	<ul> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> <li>✓ Completion Report with MOVs on the activity conducted</li> </ul>
<ul> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> <li>5 or more initiatives - 5 points         <ul> <li>4 initiatives - 4 points</li> <li>3 initiatives - 3 points</li> <li>2 initiatives - 2 points</li> <li>1 initiative - 1 point</li> </ul> </li> </ul>	✓ Picto-narrative report duly signed by the school head
C. Education & Learning and Development (10 paints)	
C. Education & Learning and Development (10 points)	
<ul> <li>1. Education (5 points) <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements</li> <li>4.5 points</li> <li>for Doctorate/Doctor's Degree</li> </ul> </li> <li>Earned at least 18 Doctorate/ <ul> <li>4 points</li> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of</li> <li>Complete Academic Requirements</li> <li>3 points</li> <li>for Master's Degree</li> <li>Earned at least 18 MA Units</li> <li>2.5 points</li> </ul> </li> </ul>	<ul> <li>Transcript of Records</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>

2. Learning and Development (5 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
4 International/National - 5 points	
Regional - 4 points	
Division	
📥 District - 2 points	
♣ School	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> </ul>	& Rating Sheet
Ability to present ideas	
4 Alertness	
🚽 Judgment	
🖊 Stress Tolerance	

#### SEARCH FOR MOST OUTSTANDING JUNIOR HIGH SCHOOL TEACHER I-III

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ol> <li>Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ol>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region</li> <li>Nomination in the Region / Awardee in the Division</li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>Nomination in the District</li> <li>2 points</li> </ul> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li><b>4. Publication / Authorship (5 points)</b> <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:</li> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points)         <ul> <li>National - 5 points</li> <li>Region - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> <li>School - 1 point</li> </ul> </li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

in the Sch		estant (for tea Division, Regi Second	cher category) onal and Third	<ul> <li>✓ Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
National Regional Division District School	Placers 5 points 4 points 3 points 2 points 1 point	Placers 4 points 3 points 2 points 1 point 0.75 point	Placers 3 points 2 points 1 point 0.75 point 0.50 point	
<ul> <li>Organized Learning Action Cell (LAC)/ In-Service Trainings/Learning and Development activities/sessions regarding improvement of students' learning outcomes (5 points) Division - 5 points District - 4 points School - 3 points</li> <li><i>Note:</i> a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>			<ul> <li>Activity Completion Report with attachments such as:         <ul> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul> </li> </ul>	
<ul> <li>Utilized/Adopted different instructional materials/ modality suitable for remote learning (5 points)</li> <li>5 or above IMs - 5 points</li> <li>4 IMs - 4 points</li> <li>3 IMs - 3 points</li> <li>2 IMs - 2 points</li> <li>1 IMs - 1 point</li> </ul>			<ul> <li>✓ Report/Records of distributed &amp; utilized learning resources (duly signed/attested)</li> </ul>	
<ul> <li>Kept a record on the Analysis Report on Learners' Performance and submitted the same to the School Head (<b>5 points</b>)</li> </ul>			<ul> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>	

<ul> <li>One point for each of the analysis reports/content:</li> <li>5. Quarterly Progress Reports</li> <li>6. Data of Learners' Summative Assessment Result</li> <li>7. Most and Least Learned Competencies</li> <li>8. Individual Learning Monitoring Plan (if any)</li> <li>9. Learners' Profile</li> <li>10. Test Item Analysis</li> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> </ul>	<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>
5 or more initiatives- 5 points4 initiatives- 4 points3 initiatives- 3 points2 initiatives- 2 points1 initiative- 1 point	
<ul> <li>Produced learners who attained at least Satisfactory (80%) rating (5 points)</li> <li>80%-100% of the learners - 5 points 60%-79% - 4 points 40%-59% - 3 points 20% - 39% - 2 points 19% and below - 1 point</li> </ul>	<ul> <li>✓ Summary of Assessment Report duly signed by School Head</li> </ul>
C. Education & Learning and Development (40 methods)	
C. Education & Learning and Development (10 points)	
<ul> <li>1. Education (5 points)         <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> <li>- 4 points</li> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> </ul> </li> </ul>	<ul> <li>Transcript of Records</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
• Earned at least 18 MA Units - 2.5 points	
<ul> <li>2.1.5 points</li> <li>2.1.</li></ul>	<ul> <li>Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>

International/National	- 5 points			
🖊 Regional	- 4 points			
🗕 Division	- 3 points			
District	- 2 points			
📥 School	- 1 point			
Note:				
a. Points earned are cumulative	but not to			
exceed the allotted points for	r the criterion.			
b. Validity of the learning and de				
activities shall be within the la	•			
from the cut-off date set by th	2			
PRAISE committee.	5			
D. Potential (5 points)				
✓ Interview and essay shall be conduct	ed	Potential/Interv	iew Checklist	
Communication skills		& Rating Sheet		
Ability to present ideas	;	-		
4 Alertness				
Judgment				
Stress Tolerance				

# SEARCH FOR MOST OUTSTANDING JUNIOR HIGH SCHOOL MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (20 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 20</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
B. Outstanding/Meritorious Accomplishments (65 points) * Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region – 4 points</li> <li>Nomination in the Region / Awardee in the Division – 3 points</li> <li>Nomination in the Division/ Awardee in the District – 2 points</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>Memorandum / Invitation Letter</li> <li>Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>4. Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to covered the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the published book/ learning resources/articles</li> <li>Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points) National - 5 points</li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> </ul>
Region - 4 points Division - 3 points District - 2 points	<ul> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

	School - 1	point		<ul> <li>✓ Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>
<b>points)</b> 5 or mo 4 mento 3 mento 2 mento	ees ees	ach to other t - 5 points - 4 points - 3 points - 2 points - 1 point	teachers <b>(5</b>	<ul> <li>✓ Certification as a mentor by the school head</li> <li>✓ Duly signed Coaching and Mentoring documentation report</li> </ul>
in the Sch	oach or contendol, District, (5 points) First Placers 5 points 4 points 3 points 2 points 1 point		cher category) onal and Third Placers 3 points 2 points 1 point 0.75 point 0.50 point	<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
Trainings, activities/ students' Divis Distri Scho <i>Not</i> a. Po	ict - 4 pc ol - 3 pc te: pints earned a	I Developmer ording improv comes <b>(5 poin</b> pints pints pints	nt rement of n <b>ts)</b>	<ul> <li>✓ Activity Completion Report with attachments such as:</li> <li>○ Approved SLAC Session Plan</li> <li>○ Resource Package</li> <li>○ Approved permit to conduct</li> <li>○ Sample Program</li> <li>○ Attendance</li> <li>○ Pictorials</li> </ul>
of the fol	lowing analys nent of the te	is reports for	and utilization the earning process	<ul> <li>✓ Copy of the Analysis Report duly certified and received by the School Head</li> </ul>

One point for each of the analysis reports (ARs)	
made.	
5 or more ARs - 5 points	
4 ARs - 4 points	
3 ARs - 3 points	
2 ARs - 2 points	
1 AR - 1 point	
TAK - I point	
The device of the transformer and the state of the second state of the second state of the second state of the	
Implemented initiatives on the alignment of	✓ Picto-narrative report duly
delivery of instruction and management of	signed by the school head
activities in the new normal <b>(5 points)</b>	
5 or more initiatives - 5 points	
4 initiatives - 4 points	
3 initiatives - 3 points	
2 initiatives - 2 points	
1 initiative - 1 point	
C. Education & Learning and Development (10 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
for Doctorate/Doctor's Degree	Academic Requirements /
<ul> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> </ul>	Certification of Units Earned
<ul> <li>Master's Degree / Bachelor of - 3.5 points</li> </ul>	
Laws (Juris Doctor)	
Complete Academic Requirements - 3 points	
for Master's Degree	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (5 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 5 points	
📥 Regional 🛛 - 4 points	
📥 Division 🛛 - 3 points	
🖊 District - 2 points	
School - 1 point	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	

D. Potential (5 points)		
<ul> <li>✓ Interview and essay shall be conducted</li> <li>▲ Communication skills</li> <li>▲ Ability to present ideas</li> <li>▲ Alertness</li> <li>▲ Judgment</li> <li>▲ Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

# SEARCH FOR MOST OUTSTANDING SENIOR HIGH SCHOOL TEACHER I-III

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region – 4 points</li> <li>Nomination in the Region / Awardee in the Division – 3 points</li> <li>Nomination in the Division/ Awardee in the District – 2 points</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li><b>4. Publication / Authorship (5 points)</b> <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point</li> <li><i>Note:</i></li> <li><i>a. Points earned are cumulative but not to</i></li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points) National - 5 points</li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart</li> </ul>
Region - 4 points Division - 3 points District - 2 points	from at least 3 observer- authorities ✓ Certificate of Recognition

	School - 1	point	<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
in the Sc		estant (for tea Division, Regi		ry) ✓ Memorandum/Advisory/ Bulletin ✓ Certificate of Recognition as Coach/Contestant
	First	Second	Third	
	Placers	Placers	Placer	
National	5 points	4 points	3 poin	
Regional	4 points	3 points	2 poin	-
Division	3 points	2 points	1 poin	-
District	2 points	1 point	0.75 po	
School	1 point	0.75 point	0.50 po	
activities, students' Divis Distr Scho <i>No</i> a. P	/sessions reg ' learning out sion - 5 p rict - 4 p pol - 3 p ote: points earned	d Developmer arding improv comes <b>(5 poi</b> points oints points <i>are cumulative</i> <i>otted points fo</i>	ement of nts) e but not	<ul> <li>with attachments such as:</li> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul>
modality N	suitable for i lote: Point/s e ercentage of	erent instructio remote learnin earned is relat utilization of t ery modality ad	g <b>(5 poir</b> ive to the the IMs in	<ul> <li>✓ Records of distributed SLMs, LAS, Audio and Video Lessons, and Online learning resources</li> </ul>
le				e
le	Contextualized SLMs	Learning Activity Video	Audio	
te	SLMs		Audio	<u>s</u>
le te Percentage	SLMs 5 points 5	Activity Video Sheets	Audio	5
le te Percentage 95%-100%	SLMs       5 points       4 points       4	Activity Video Sheets 5 points	Audio C 5 points 5	s
Percentage 95%-100% 90%-94%	5 points     5         4 points     4         3 points     3	Activity Sheets         Video           points         5 points           points         4 points	Audio     C       5 points     5       4 points     4	s s

Note:	
1. Point/s Earned = Average of the scores attained	
• Produced prepared SHS graduates/learners for the	✓ Certified copy of Results
SHS Exits ( <b>5 points</b> )	on the Scholarship
For SUS Tooshors under the Academic Sports	
For SHS Teachers under the Academic, Sports, and Arts and Design Track	
Number of learners in handled classes who	
passed the DOST, UPCAT, and other related	
•	
scholarships (within 5 school years)	
5 learners and above - 5 points	
4 learners - 4 points	
3 learners - 3 points	
2 learners - 2 points	
1 learner - 1 point	
For SHS Teachers under TVL	
	✓ TESDA Registry of Certified
Percentage of learners with NC (within 5 school years)	Workers reflecting the names
-	of the SHS Learners/
80%-100% - 5 points	Graduates
60%-79% - 4 points	
40% -59% - 3 points	
20%-39% - 2 points	
19% and below - 1 point	
• Kept a record on the Analysis Report on Learners'	
Performance and submitted the same to the	✓ Copy of the Analysis Report
School Head ( <b>5 points</b> )	duly certified and received by
	the School Head
One point for each of the analysis reports given	
below:	
1. Diagnostic Test	
2. Written Summative Tests	
3. Performance-Based Records	
4. Quarterly Learning Outcomes	
5. Analysis on the Most and Least Learned	
Competencies	
Competencies	
• Implemented initiatives on the alignment of	C Dista parativa respect duty
delivery of instruction and management of	✓ Picto-narrative report duly
activities in the new normal <b>(5 points)</b>	signed by the school head
-	
5 or more initiatives - 5 points	
4 initiatives - 4 points	

Γ					
3 initiative	1	oints			
2 initiative	es - 2 p	oints			
1 initiative	e - 1 p	point			
C. Education & Learning	<mark>and Developmen</mark>	t (10 points)			
1. Education (5 points	5)				
<ul> <li>Complete Ac for Doctorat</li> <li>Earned at lea Doctor's Deg</li> </ul>	gree / Bachelor of	<ul> <li>- 5 points</li> <li>- 4.5 points</li> <li>- 4 points</li> <li>- 3.5 points</li> </ul>	✓ ✓	Transcript of Records Certificate of Completion of Academic Requirements / Certification of Units Earned	
Complete Ac for Master's	ademic Requirements	- 3 points - 2.5 points			
2. Learning and Dev			✓	Certificate of Participation	
Activities (such workshops, co 4 Inte 4 Reg		ars, )		issued by DepEd or other agencies/organizations sanctioned by DepEd	
<i>exceed the b. Validity of activities su from the cu PRAISE con</i>	ned are cumulative of e allotted points for the learning and de hall be within the las nt-off date set by the nmittee.	the criterion. velopment st 3 years			
D. Potential (5 points)					
↓ Abil ↓ Alei ↓ Jud	ay shall be conduct nmunication skills ity to present ideas tness gment ss Tolerance	ed	~	Potential/Interview Checklist & Rating Sheet	

# SEARCH FOR MOST OUTSTANDING SENIOR HIGH SCHOOL MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
B. Outstanding/Meritorious Accomplishments (70 points) * Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>A points</li> <li>Nomination in the Region / Awardee in the Division</li> <li>A points</li> <li>Nomination in the Division/ Awardee in the Division</li> <li>A points</li> </ul> </li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>2 points</li> <li>Note:         <ul> <li>A points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>✓ Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>✓ Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>Memorandum / Invitation Letter</li> <li>Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>4. Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Article published in a journal/ newspaper/magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the published book/ learning resources/articles</li> <li>Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
<ul> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 5 points</li> <li>✓ Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal</li> <li>✓ Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points)</li> </ul>	✓ LP/DLL duly signed by at
National - 5 points Region - 4 points Division - 3 points District - 2 points	<ul> <li>least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

School - 1 point	<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>
<ul> <li>Served as a mentor/coach to other teachers (2.5 points)</li> </ul>	<ul> <li>✓ Certification as a mentor by the school head</li> </ul>
5 or more mentees- 2.5 points4 mentees- 2 points3 mentees- 1.5 points2 mentees- 1 pointonly 1 mentee- 0.5 point	
<ul> <li>Organized Learning Action Cell (LAC)/ In-Service Trainings/Learning and Development activities/sessions regarding improvement of students' learning outcomes (2.5 points) Division - 2.5 points District - 1.5 points School - 0.5 points</li> <li><i>Note:</i> <ul> <li><i>Avel</i></li> <li><i>Avel</i></li></ul></li></ul>	<ul> <li>Activity Completion Report with attachments such as:         <ul> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul> </li> </ul>
<ul> <li>Led in the preparation and enrichment of the curriculum aligned with the distance learning modalities adopted by the school (5 points)</li> <li>One point for each of the instructional materials given below:         <ul> <li>Contextualized Self-Learning Modules (SLMs)</li> <li>Learning Activity Sheets (LAS)</li> <li>Audio Lessons</li> <li>Video lessons</li> <li>Online learning resources</li> </ul> </li> </ul>	<ul> <li>✓ Sample copy of contextualized SLMs, LAS, Video and Audio Lessons, and Online learning resources duly certified by the school head</li> <li>✓ Sample of contextualized SLMS, LAS, audio and video lessons and online learning resources</li> </ul>
<ul> <li>Led colleagues in the interpretation and utilization of the following analysis reports for the improvement of the teaching and learning process (<b>5 points</b>)</li> </ul>	<ul> <li>✓ Copy of the Corrected Analysis Report duly certified and received by the School Head</li> </ul>

Diagnostic Test       Conducted         Written Summative Tests       Performance-Based Records         Quarterly Learning Outcomes       Analysis on the Most and Least Learned         Competencies       Competencies         Utilized/Adopted different instructional materials/       ✓ Weekly Home-Learning Plan         modality suitable for remote learning (5 points)       ✓ Records of distributed SLMs, LAS, Audio and Video         Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher       ✓ Sample of audio and video lessons, and Online learning resources         Percentage       Construints       5 points       5 points       5 points         30%-94%       4 points       4 points       4 points       4 points       9 points         30%-84%       2 points       2 points       2 points       2 points       2 points         60ke:       1 point       1 point       1 point       1 point       1 point       1 point         Video       1 point       1 point       1 point       1 point       1 point       1 point         00k-94%       4 points       4 points       4 points       2 points       2 points       2 points         200k-94%       2 points       2 points       2 points       2 points	2	Dne point f given belov		of the ar	nalysis r	eports	✓	Activity Completion Report/Coaching Forms with MOVs on the activity
Written Summative Tests Performance-Based Records Quarterly Learning Outcomes Analysis on the Most and Least Learned CompetenciesUtilized/Adopted different instructional materials/ modality suitable for remote learning (5 points) Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher <ul><li>Weekly Home-Learning Plan</li><li>Records of distributed SLMs, LAS, Audio and Video Lessons, and Online learning resources</br></br></br></li><li>Sample of audio and video lessons and online learning resources</li></ul> PercentageContextualized ActivityVideo AudioOnline Classes 5 points9%-94%4 points4 points4 points90%-94%4 points4 points4 points80%-84%2 points3 points3 points3 points3 points3 points3 points80%-84%2 points1 point1 point1 point1 point1 point1 point	Diagnostic Test							,
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Competencies         Utilized/Adopted different instructional materials/ modality suitable for remote learning (5 points)         Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher         Percentage       Contextualized         Activity       Video         Addity       Classes         95%-100%       5 points       5 points         95%-100%       5 points       5 points         95%-100%       5 points       5 points         90%-94%       4 points       4 points       4 points         85%-89%       3 points       3 points       3 points         80%-84%       2 points       2 points       2 points       2 points         79%-below       1 point       1 point       1 point       1 point	(	Juarterly L	earning (	Outcom	es			
<ul> <li>Utilized/Adopted different instructional materials/ modality suitable for remote learning (5 points)</li> <li>Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher</li> <li>Percentage Contextualized Learning Activity States</li> <li>Percentage Contextualized States</li> <li>Spoints 5 points 3 points</li></ul>		•		st and Le	east Lea	rned		
modality suitable for remote learning (5 points)         Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher         Percentage       Contextualized Activity Sheets       Video         Audio       Online Classes         95%-100%       5 points       5 points         95%-89%       3 points       3 points       3 points         85%-89%       3 points       3 points       3 points         80%-84%       2 points       2 points       2 points       2 points         79%-below       1 point       1 point       1 point       1 point         I/ote:       I       1       1       1	(	Competend	cies					
Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacher       LAS, Audio and Video Lessons, and Online learning resources         Percentage       Contextualized Activity Steets       Video Audio Online Classes         95%-100%       5 points       5 points       5 points         90%-94%       4 points       4 points       4 points       4 points         80%-84%       2 points       2 points       2 points       2 points       2 points         80%-84%       2 points       1 point       1 point       1 point       1 point       1 point         Note:       I point       1 point       1 point       1 point       1 point       1 point		•						
Note: Point/s earned is relative to the percentage of utilization of the IMs in any learning delivery modality adopted by the teacherLessons, and Online learning resourcesPercentageContextualized Mathing SheetsVideo AudioOnline Classes95%-100%5 points5 points5 points95%-100%5 points5 points5 points90%-94%4 points4 points4 points4 points4 points4 points4 points85%-89%3 points3 points3 points80%-84%2 points2 points2 points2 points1 point1 point1 point1 point1 point1 point1 pointNote:	modulity	Sultable I	or remot	e learni	ig ( <b>5 p</b>	5111(3)		
percentage of utilization of the IMs in any learning delivery modality adopted by the teacher       resources         Percentage       Contextualized       Learning         SiLMs       Video       Audio       Online         95%-100%       5 points       5 points       5 points         90%-94%       4 points       4 points       4 points       4 points         85%-89%       3 points       3 points       3 points       3 points         80%-84%       2 points       2 points       2 points       2 points         79%-below       1 point       1 point       1 point       1 point       1 point         Note:       Image:       Image:       Image:       Image:       Image:       Image:	1	Jote: Point	t/s earne	d is relat	ive to tl	he		
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80%-84%     2 points     2 points     2 points     2 points     2 points       79%-below     1 point     1 point     1 point     1 point     1 point	90%-94%	4 points	4 points	4 points	4 points	4 points		
79%-below 1 point 1 po	85%-89%	3 points	3 points	3 points	3 points	3 points		
Iote:	80%-84%	2 points	2 points	2 points	2 points	2 points		
	79%-below	1 point	1 point	1 point	1 point	1 point		
Produced prepared SHS graduates/learners for the SHS Exits ( <b>5 points</b> ) Certified copy of Results on the Scholarship	lote:							

For SHS Teachers under TVLPercentage of learners with NC (within 5 school years)80%-100%- 5 points60%-79%- 4 points40% -59%- 3 points20%-39%- 2 points19% and below- 1 point	<ul> <li>✓ TESDA Registry of Certified Workers reflecting the names of the SHS Learners/ Graduates</li> </ul>
<ul> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> <li>5 or more initiatives - 5 points</li> <li>4 initiatives - 4 points</li> <li>3 initiatives - 3 points</li> <li>2 initiatives - 2 points</li> <li>1 initiative - 1 point</li> </ul>	✓ Picto-narrative report duly signed by the school head
C. Education & Learning and Development (10 points)	
1. Education (5 points)       - 5 points         • Doctorate/Doctor's Degree       - 4.5 points         • Complete Academic Requirements for Doctorate/Doctor's Degree       - 4 points         • Earned at least 18 Doctorate/ Doctor's Degree units       - 4 points         • Master's Degree / Bachelor of Laws (Juris Doctor)       - 3.5 points         • Complete Academic Requirements for Master's Degree       - 3 points         • Earned at least 18 MA Units       - 2.5 points	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (5 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 5 points</li> <li>↓ Regional - 4 points</li> <li>↓ Division - 3 points</li> <li>↓ District - 2 points</li> <li>↓ School - 1 point</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>

<i>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</i>	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

#### SEARCH FOR MOST OUTSTANDING ALTERNATIVE LEARNING SYSTEM (ALS) TEACHER I-III

Name of Nominee	_SDO:
Position:	_ School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 15</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points)         <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>Awardee in the Region / Awardee in the Division</li> <li>Spoints</li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>Spoints</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
received in the highest governance level.         Otherwise, points earned are cumulative.         2. Innovations (3 points)         • Adopted in the region/division - 3 points         • Adopted in the district - 2.5 points         • Fully implemented in the school - 2 points         • Started the implementation - 1.5 points         • Conceptualized - 1 point         Note:         a. For group/team innovations, point/s earned will be divided by the number of innovators.         b. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

. Research and Development Projects (8 points)	✓ Copy of the complete
<ul> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points) <ul> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> </li> <li>Note: <ul> <li><i>Note:</i></li> <li><i>For group/team research, point/s earned will be divided by the number of researchers.</i></li> <li><i>Points earned are cumulative but not to exceed the allotted points for the criterion.</i></li> </ul> </li> </ul>	<ul> <li>manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (5 points)</li> <li>International - 5 points</li> <li>National - 4 points</li> <li>Regional - 3 points</li> <li>Division - 2 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> </ul> </li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

<ul> <li>5. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:</li> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>6. Outreach Activity (5 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements</li> <li>Y Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul>	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Copy of the approved proposal</li> <li>✓ Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. With Outstanding Accomplishments on the Learners' Access (6 points)</li> <li>Mapping for Enrolees (2 points)</li> <li>100 and above - 2.00 points</li> <li>80-99 - 1.75 points</li> <li>60-79 - 1.50 points</li> <li>40-59 - 1.25 points</li> <li>39 and below - 1.00 point</li> </ul> ✓ Enrolment (LIS -based) (2 points) <ul> <li>75 and above - 2.0 points</li> <li>57-74 - 1.5 points</li> <li>37-56 - 1.0 point</li> <li>36 and below - 0.5 point</li> </ul>	<ul> <li>Signed Certification(s) from the concerned officials (Brgy Officials or immediate superior)</li> <li>Signed Mapping Reports (LGU Officials/immediate superior)</li> <li>Copy of the generated list of enrolment from the LIS</li> <li>Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>

<ul> <li>✓ Programs Handled (2 points)</li> </ul>	
[Programs cover but not limited to the following: (1) BLP; (2) A&E EL; (3) (A&E JHS); Plus at least 2 Informal Education Programs] o 5 Programs and above - 2.00 points o 4 Programs - 1.75 points o 3 Programs - 1.50 points o 2 Programs - 1.25 points o 1 Program - 1.00 point	<ul> <li>Signed/Approved Class Program/ Teachers Program</li> <li>Copy of the list of learners under each of the programs handled</li> <li>Certification of the veracity of the information by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
8. With Outstanding Accomplishments on the Quality of Outputs (13 points)	
Quality of Outputs (15 points)	
<ul> <li>✓ Percentage of Completers (3 points)</li> <li>(Computed against the No. of Enrolment and taking the average from both the Elem and JHS levels)</li> <li>91% - 100% - 3 points</li> <li>81% - 90% - 2.5 points</li> <li>71% - 80% - 2 points</li> <li>61% - 70% - 1.5 points</li> <li>60% and below - 1 points</li> </ul>	<ul> <li>Copy of the generated list of enrolment from the LIS</li> <li>Copy of the Masterlist of Completers based on LIS</li> <li>Copy of the report showing the percentage of completers</li> <li>Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
<ul> <li>✓ Percentage of Qualifiers (4 points)</li> </ul>	
(Computed against the No. of Completers and taking the average from both the Elem and JHS levels) • 91% - 100% - 4 points • 81% - 90% - 3.5 points • 71% - 80% - 3 points • 61% - 70% - 2.5 points • 60% and below - 2 points	<ul> <li>Copy of the Masterlist of Completers based on LIS</li> <li>Copy of the Masterlist of Qualifiers (based on the revalida)</li> <li>Copy of the report showing the percentage of Qualifiers (shall attach the duly accomplished copy of the Monitoring Tool)</li> <li>Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>

<ul> <li>✓ Percentage of Passers (6 points)</li> </ul>	<ul> <li>✓ Copy of the Masterlist of Qualifiers (based on the</li> </ul>
(Computed against the No. of Qualifiers and taking the average from both the Elem and JHS levels) <ul> <li>91% - 100%</li> <li>6 points</li> <li>81% - 90%</li> <li>5 points</li> <li>71% - 80%</li> <li>4 points</li> <li>61% - 70%</li> <li>3 points</li> <li>60% and below</li> <li>2 points</li> </ul>	<ul> <li>revalida)</li> <li>✓ Copy of the Masterlist of Passers (based on the revalida)</li> <li>✓ Copy of the report showing the percentage of Passers (shall attach the duly accomplished copy of the Monitoring Tool)</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
<ul> <li>9. Networking/Linkages (5 points)</li> <li>✓ Initiated resource generation projects and/or programs that will benefit the ALS learners and/or the entire CLC</li> <li>80,000.00 and above - 5 points</li> <li>60,000.00 - 79,000.00 - 4 points</li> <li>40,000.00 - 59,000.00 - 3 points</li> <li>20,000.00 - 39,000.00 - 2 points</li> <li>19,000.00 and below - 1 point</li> <li>Note:</li> <li>a. For more than one proponent, points earned will be divided by the number of proponents.</li> <li>b. Generated funds shall be the total accumulated amount within the recent 5 consecutive years.</li> </ul>	<ul> <li>✓ Copy of the approved and implemented proposal(s) (for IGPs and other initiatives)</li> <li>✓ Copy of the MOA(s) or MOU(s), deed of donation/acceptance or any other valid proof of receipt of any amount received (in cash or in kind)</li> <li>Note: Use the computation in Brigada Eskwela in the conversion of materials/labor into cash</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
<ul> <li>10. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (3 points)         <ul> <li>National - 3 points</li> <li>Region - 2.5 points</li> <li>Division - 2 points</li> <li>District - 1.5 points</li> </ul> </li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> </ul>

School - 1 point			<ul> <li>✓ Certificate of Recognition</li> <li>✓ Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
in the Sch		estant (for tea Division, Regi Second Placers 4 points 3 points 2 points 1 point 0.75 point	cher category) onal and Third Placers 3 points 2 points 1 point 0.75 point 0.50 point	<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
<ul> <li>Organized Learning Action Cell (LAC)/ In-Service Trainings/Learning and Development activities/sessions regarding improvement of students' learning outcomes (5 points) Division - 5 points District - 4 points School - 3 points</li> <li><i>Note:</i> <ul> <li><i>A Points earned are cumulative but not to exceed the allotted points for the criterion.</i></li> </ul> </li> </ul>		<ul> <li>Activity Completion Report with attachments such as:</li> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul>		
delivery c activities 5 4 3 2	of instruction	- 1. - 1. - 1.	nent of	<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>
Education &	Learning and	l Developme	nt (10 points)	
<ul> <li>1. Education (5 points)         <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>4.5 points</li> </ul> </li> </ul>			✓ Transcript of Records	

<ul> <li>Earned at least 18 Doctorate/ Doctor's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units</li> <li>- 2.5 points</li> </ul>	<ul> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (5 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> <li>School - 1 point</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<i>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</i>	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

#### SEARCH FOR MOST OUTSTANDING MASTER TEACHER IN THE ALTERNATIVE LEARNING SYSTEM (ALS)

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (15 points)		
Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above) <b>Point/s Earned</b> = (Average of the Two IPCRF Ratings / 5) x 15	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (70 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (4 points)</b> <ul> <li>National Awardee</li> <li>A points</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region</li> <li>Nomination in the Region / Awardee in the Division</li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>Points</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li></ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (3 points) <ul> <li>Adopted in the region/division</li> <li>Adopted in the district</li> <li>2.5 points</li> <li>Fully implemented in the school</li> <li>2.0 points</li> <li>Started the implementation</li> <li>1.5 points</li> <li>Conceptualized</li> <li>1.0 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

the allotted points for the criterion.       nominees) or RD (for Regional Office nominees)         3. Research and Development Projects (5 points)          3.1 Conducted basic/action research approved by the DO Research Team (3 points)          • Regional/Division Level - 3 points       - 2 points         • District Level - 2 points       - 2 points         • School Level - 1 point       - 1 point <i>Note:</i> - 2 contists         a. For group/team research, point/s earned will be divided by the number of researchers.       - Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted         3.2 Presented a research paper (2 points)        Memorandum / Invitation Letter         • National - 1.75 points       - Stopoints         • Division - 1.25 points       - 30 points         • School - 1.00 point       - 30 points will be divided by the number of authors          • Article published in a journa/ encupation       - 30 points will be divided by the number of authors       - 30 points will be divided by the number of authors          • Writer of LBs       - 30 points will be divided by the number of authors       - 30 points will be divided by the number of writes       - 30 points will be divided by the number of writes       - 30 points authors         • Member of the Development/ Quality Assurance team (Conter Learning Resources       -				
<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>School Level - 1 point</li> <li>Arrice proup/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>3.2 Presented a research paper (2 points) <ul> <li>International - 1.75 points</li> <li>School - 1.00 points</li> <li>School - 1.00 point</li> </ul> </li> <li>4. Publication / Authorship (3 points) <ul> <li>Sole authorship of a book</li> <li>Article published in a journal/ newspaper/ magazine of wide criculation</li> <li>Writer of LRs</li> <li>Co-writer of LRs</li> <li>Writer of LRs</li> <li>Writer of LRs</li> <li>Member of the Development/ Quality Assurance taren (Contern Reviewer, Language Editor, Parenters, of Illustator) of the Learning Resources</li> <li>Note:</li> </ul> </li> <li>Article published in a journal/ newspaper/ magazine of wide erriters in the criterion and points in the criterion and points in the criterion and points in the number of the Development/ points in the criterion and points will be divided by the number of the Development/ prevents, or Illustator) of the Learning Resources in the criterion and points in the criterion and points in the criterion and points will be divided by the number of the dintery of the points will be divided by the numbe</li></ul>	the allotted points for the criteriol	n.		
<ul> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>3.2 Presented a research paper (2 points) <ul> <li>International - 2.00 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1.00 point</li> </ul> </li> <li>4. Publication / Authorship (3 points) <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artis, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> <li>Mote:</li> </ul></li></ul>	<ul> <li>3.1 Conducted basic/action research the DO Research Team (3 points) <ul> <li>Regional/Division Level - 3 p</li> <li>District Level - 2 p</li> <li>School Level - 1 p</li> </ul> </li> <li>Note: <ul> <li>a. For group/team research, points</li> </ul> </li> </ul>	approved by points points point <i>t/s earned will</i>	Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS Certification from the SDO Research Committee on the scope of the Research Locale	
<ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>3.0 points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> <li>Note:</li> </ul>	<ul> <li>b. Points earned are cumulative be exceed the allotted points for the</li></ul>	<i>put not to</i> <i>he criterion.</i> ints) points points points points	Memorandum / Invitation Letter Certificate of Appreciation / Certificate of Recognition as	
a. Points earned are cumulative but not to	<ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul>	<ul> <li>3.0 points will be divided by the number of authors</li> <li>1.0 point per article but not not to exceed 3.0 points</li> <li>3.0 points</li> <li>3.0 points will be divided by the number of writers</li> <li>0.5 point in each LR but not to exceed 2.0 points</li> </ul>	learning resources/articles	

5. Consultant/Resource Speaker/Learning Facilitator/Trainer (3 points) <ul> <li>International/National</li> <li>Regional</li> <li>2.5 points</li> <li>Division / Provincial</li> <li>2.0 points</li> <li>District / Municipal</li> <li>1.5 points</li> <li>School / Barangay</li> <li>1.0 point</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<ul> <li>6. Outreach Activity (3 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 3.0 points</li> <li>✓ Member - 1.5 points</li> </ul> </li> <li>Note: <ul> <li>A. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. With Outstanding Accomplishments on the Learners' Access (6 points)</li> <li>7.1 Mapping for Enrolees (2 points)</li> <li>100 and above - 2.00 points</li> <li>80-99 - 1.75 points</li> <li>60-79 - 1.50 points</li> <li>40-59 - 1.25 points</li> <li>39 and below - 1.00 point</li> </ul> 7.2 Enrolment (LIS -based) (2 points) <ul> <li>75 and above - 2.0 points</li> <li>57-74 - 1.5 points</li> <li>37-56 - 1.0 point</li> <li>36 and below - 0.5 point</li> </ul>	<ul> <li>✓ Signed Certification(s) from the concerned officials (Brgy Officials or immediate superior)</li> <li>✓ Signed Mapping Reports (LGU Officials/immediate superior)</li> <li>✓ Copy of the generated list of enrolment from the LIS</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>

[Programs cover but not limited to the following: (1) BLP; (2) A&E EL; (3) (A&E JHS); Plus at least 2 Informal Education Programs] • 5 Programs and above- 2.00 points • 4 Programs - 1.75 points • 3 Programs - 1.50 points • 2 Programs - 1.25 points • 1 Program - 1.00 point	<ul> <li>Program/ Teachers Program</li> <li>✓ Copy of the list of learners under each of the programs handled</li> <li>✓ Certification of the veracity of the information by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
With Outstanding Accomplishments on the Quality of Outputs (12 points)8.1 Percentage of Completers (3 points)(Computed against the No. of Enrolment and taking the average from both the Elem and JHS levels)•91% - 100%•91% - 90%•2.5 points•71% - 80%•2.0 points•61% - 70%•1.5 points•60% and below	<ul> <li>✓ Copy of the generated list of enrolment from the LIS</li> <li>✓ Copy of the Masterlist of Completers based on LIS</li> <li>✓ Copy of the report showing the percentage of completers</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
<ul> <li>8.2 Percentage of Qualifiers (4 points)</li> <li>(Computed against the No. of Completers and taking the average from both the Elem and JHS levels)</li> <li>91% - 100% - 4.0 points</li> <li>81% - 90% - 3.5 points</li> <li>71% - 80% - 3.0 points</li> <li>61% - 70% - 2.5 points</li> <li>60% and below - 2.0 points</li> </ul>	<ul> <li>✓ Copy of the Masterlist of Completers based on LIS</li> <li>✓ Copy of the Masterlist of Qualifiers (based on the revalida)</li> <li>✓ Copy of the report showing the percentage of Qualifiers (shall attach the duly accomplished copy of the Monitoring Tool)</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>

<i>8.3 Percentage of Passers (5 points)</i> (Computed against the No. of Qualifiers and taking the average from both the Elem and JHS levels)	<ul> <li>✓ Copy of the Masterlist of Qualifiers (based on the revalida)</li> <li>✓ Copy of the Masterlist of Passers (based on the</li> </ul>
<ul> <li>91% - 100% - 5 points</li> <li>81% - 90% - 4 points</li> <li>71% - 80% - 3 points</li> <li>61% - 70% - 2 points</li> <li>60% and below - 1 point</li> </ul>	<ul> <li>revalida)</li> <li>✓ Copy of the report showing the percentage of Passers (shall attach the duly accomplished copy of the Monitoring Tool)</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>
<ul> <li>9. Networking/Linkages (5 points) Initiated resource generation projects and/or programs that will benefit the ALS learners and/or the entire CLC <ul> <li>80,000.00 and above - 5 points</li> <li>60,000.00 - 79,000.00 - 4 points</li> <li>40,000.00 - 59,000.00 - 3 points</li> <li>20,000.00 - 39,000.00 - 2 points</li> <li>19,000.00 and below - 1 point</li> </ul></li></ul>	<ul> <li>Copy of the approved and implemented proposal(s) (for IGPs and other initiatives)</li> <li>Copy of the MOA(s) or MOU(s), deed of donation/acceptance or any other valid proof of receipt of any amount received (in cash or in kind)</li> <li>Note: Use the computation</li> </ul>
<ul> <li>Note:</li> <li>a) For more than one proponent, point/s earned will be divided by the number of proponents.</li> <li>b) Generated funds shall be the total accumulated amount within the recent 5 consecutive years.</li> </ul>	<ul> <li>applied in the Brigada</li> <li>Eskwela for the conversion of materials/labor into cash</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> <li>✓ Certification of the veracity of the data by an EPSA or any higher office as authorized by the Planning Office at the SDO</li> </ul>

(3 p • N • F • C	ved as Demon ovative teachin o <b>oints)</b> National Region Division District School		/ pedagogies oints oints oints oints oints	✓ ✓ ✓	LP/DLL duly signed by at least 3 authorities COT or Observation Chart from at least 3 observer- authorities Certificate of Recognition Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)	
(3 p - 5 - 4 - 3 - 2 - c	rved as a ment points) 5 or more mente 4 mentees 3 mentees 2 mentees 2 mentees 5 only 1 mentee	ees - 3.0 p - 2.5 p - 2.0 p - 1.5 p - 1.0 p	oints oints oints oints oint		Certification as a mentor by the school head Memorandum/Advisory/	
	gory) in the So ional and Nati	onal <b>(5 point</b>		~	Bulletin Certificate of Recognition as Coach/Contestant	
National	First Placers 5.00 points	Second Placers 4.00 points	Placers 3.00 points			
National Regional Division District School	Placers	Placers	Placers			

a. Points earned are cumulative but not to	<ul> <li>Attendance</li> </ul>
exceed the allotted points for the criterion.	<ul> <li>Pictorials</li> </ul>
<ul> <li>10.5 Led in the preparation and enrichment of the curriculum aligned with the distance learning modalities adopted by the school (3 points)</li> <li>Based on number of instructional materials (IMs).</li> <li>5 or more IMs - 3.0 points</li> <li>4 IMs - 2.5 points</li> <li>3 IMs - 2.0 points</li> <li>2 IMs - 1.5 points</li> <li>1 IM - 1.0 point</li> </ul>	being involved in the preparation and enrichment of Learning Resources such
	conducted online learning
	resources
	Tesources
10 Clad collectives in the interpretation and	( Convertible Analysis Deport
10.6 Led colleagues in the interpretation and	✓ Copy of the Analysis Report duly cortified and received
utilization of the following analysis reports for the improvement of the teaching and learning process	duly certified and received by the School Head
(5 points)	
	✓ Completion Report with
One point for each of the analysis reports (ARs)	MOVs on the activity
made.	conducted
induc.	conducted
• 5 or more ARs - 5 points	
• 4 ARs - 4 points	
• 3 ARs - 3 points	
• 2 ARs - 2 points	
• 1 AR - 1 point	
10.7 Implemented initiatives on the alignment of	✓ Picto-narrative report duly
delivery of instruction and management of	signed by the school head
activities in the new normal <b>(3 points)</b>	
······································	
• 5 or more initiatives - 3.0 points	
• 4 initiatives - 2.5 points	
• 3 initiatives - 2.0 points	
• 2 initiatives - 1.5 points	
• 1 initiative - 1.0 point	
···· • • • • • • • • • • • • • • • • •	

C. Education	& Learning and Developmen	t (10 points)			
1. Educat	ion (5 points)				
• • • •	Doctorate/Doctor's Degree Complete Academic Requirements for Doctorate/Doctor's Degree Earned at least 18 Doctorate/ Doctor's Degree units Master's Degree / Bachelor of Laws (Juris Doctor) Complete Academic Requirements for Master's Degree Earned at least 18 MA Units	<ul> <li>- 5.0 points</li> <li>- 4.5 points</li> <li>- 4.0 points</li> <li>- 3.5 points</li> <li>- 3.0 points</li> <li>- 2.5 points</li> </ul>	* *	Transcript of Records Certificate of Completion of Academic Requirements / Certification of Units Earned	
Partici Activit	Regional	oment	~	Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd	
4		- 2 points - 1 point			
<i>Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</i>					
D. Potential	(5 points)				
Interview and essay shall be conducted Communication skills Ability to present ideas Alertness Judgment		~	Potential/Interview Checklist & Rating Sheet		
4	Stress Tolerance				

# SEARCH FOR MOST OUTSTANDING SPED TEACHER (TEACHER I-III, SPET 1-5)

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (20 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 20</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> <li>✓ Service Record</li> </ul> </li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(65 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>Innovations (5 points)         <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note:         <ul> <li>For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>Point/s earned is cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	
<ul> <li>2. Research and Development Projects (5 points) <ul> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Point/s earned is cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>	

<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li><b>3. Publication / Authorship (5 points)</b> <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>5 points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>
<i>Note: a. Point/s earned is cumulative but not to exceed the allotted points for the criterion.</i>	
4. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points) International/National - 5 points Regional - 4 points Division / Provincial - 3 points District / Municipal - 2 points School / Barangay - 1 point Note: a. Point/s earned is cumulative but not to exceed the allotted points for the criterion.	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Copy of the approved</li> </ul>
<ul> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other</li> </ul>	<ul> <li>proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has</li> </ul>

community development activities or civic engagements ✓ Proponent/organizer - 5 points ✓ Member - 2.5 points <i>Note:</i> <i>a. Point/s earned is cumulative but not to</i> <i>exceed the allotted points for the criterion.</i>	effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation
<ul> <li>6. Networking/Linkages (5 points) <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures,</li> </ul>
<ul> <li>7. Professional and Civic Involvement (5points) Involvement in professional/civic organization that promotes or supports the welfare of learners, teachers, PWDs and their families. <ul> <li>Serves as president or chairman of the organization at the Division level</li> <li>Serves as an officer of the organization at the division Level</li> <li>Serves as president or chairman at the school level</li> <li>Serves as an officer at the school level</li> <li>Identified as a member of the organization in any level</li> <li>1 point</li> </ul></li></ul>	<ul> <li>Certification of membership</li> <li>Record of attendance of the organization</li> <li>Picto-narrative</li> <li>Supporting documents showing the organizations objectives and goals to serve the target clientele</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (10 points)         <ul> <li>National - 10 points</li> <li>Region - 8 points</li> <li>Division - 6 points</li> <li>District - 4 points</li> <li>School - 2 points</li> </ul> </li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

	<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>
<ul> <li>SPED Instructional Materials/LRs Developed and Utilized in the DLDM (5 points)</li> </ul>	d ✓ Certification from the school head or department head
Distributed & utilized IMs/LRs - 5 points to 95-100% of the learners	
Distributed & utilized IMs/LRs - 4 points to 90-94% of the learners	
Distributed & utilized IMS/LRs - 3 points to 85-89% of the learners	
Distributed & utilized IMs/LRs - 2 points to 80-84% of the learners	
Distributed & utilized IMs/LRs - 1 point to 75-79% of the learners	
<ul> <li>Technical Assistance on SPED to Other Teachers Parents/Families, Student-Teachers/SPED Specializers, Project Partners, and Other SPED Advocates/Volunteers (5 points)</li> </ul>	s, ✓ Photos, ✓ Text messages/chat ✓ letters from stakeholders/parents,
Gave TA to multiple clients to - 5 points more than 3 of the categories mentioned	<ul> <li>✓ certificate of appreciation/recognition</li> </ul>
Gave TA to multiple clients from - 4 points only two of the categories mentioned above	
Gave TA to multiple clients from - 3 points only 1 of the categories mentioned above	
Gave TA to only one client from - 2 point at least two of the groups mentioned above	s
Gave TA to only one client in any - 1 point	

of the groups mentioned above	
• Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal <b>(5 points)</b>	<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>
5 or more initiatives- 5 points4 initiatives- 4 points3 initiatives- 3 points2 initiatives- 2 points1 initiative- 1 point	
• Length of Service and Experience ( <b>5 points</b> )	✓ Service record
More than 5 years teaching - 5 points experience	
Five years teaching experience - 4 points	
Four years teaching experience - 3 points	
Three years teaching experience - 2 points	
At least two years teaching - 1 point	
experience	
C. Education & Learning and Development (10 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<i>Note: The degree must be relevant to the SPED and Inclusive Education Programs</i>	
<ul> <li>2. Learning and Development (5 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> </ul>	

📥 Division	- 3 points
🖊 District	- 2 points
📥 School	- 1 point
Note:	
a. Point/s earned is cumulative bu	put not to
exceed the allotted points for a	the criterion.
b. Validity of the learning and dev	velopment
activities shall be within the last	st 3 years
from the cut-off date set by the	e Regional
PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> </ul>	ed 🗸 Potential/Interview Checklist
Communication skills	& Rating Sheet
Ability to present ideas	
Alertness	
Judgment	
🖊 Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING SPED MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (20 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 20</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments (65 points)</li> <li>* Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Innovations (5 points)</b> <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li><i>Note:</i> <ul> <li><i>a. For group/team innovations, point/s earned will be divided by the number of innovators.</i></li> <li><i>b. Point/s earned is cumulative but not to exceed the allotted points for the criterion.</i></li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	
<ul> <li>2. Research and Development Projects (5 points) <ul> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Point/s earned is cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>✓ Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>	

3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
<ul> <li>International - 2 points</li> </ul>	Letter
<ul> <li>National - 1.75 points</li> </ul>	<ul> <li>✓ Certificate of Appreciation /</li> </ul>
<ul> <li>Regional - 1.50 points</li> </ul>	Certificate of Recognition as
• Division - 1.25 points	a Research Presenter
<ul> <li>School - 1 point</li> </ul>	
3. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book     - 5 points will     be divided by	✓ Certificate of Recognition
the number of	
authors	
Article published in a journal/ - 1 point per	
newspaper/ magazine of wide article but not circulation not to exceed	
4 points	
Writer of LRs     - 4 points	
Co-Writer of LRs     - 4 points will     be divided by	
the number of	
writers	
<ul> <li>Member of the Development/ - 0.5 point in Quality Assurance team (Content each LR but</li> </ul>	
Reviewer, Language Editor, not to exceed	
Layout Artist, broadcaster/video 3 points	
presenters, or Illustrator) of the Learning Resources	
Note:	
a. Point/s earned is cumulative but not to	
exceed the allotted points for the criterion.	
4. Consultant/Resource Speaker/Learning	<ul> <li>✓ Certificate of Recognition/</li> </ul>
Facilitator/Trainer (5 points)	Appreciation as Consultant/
· · · · · · · · · · · · · · · · · · ·	Resource Speaker/ Learning
<ul> <li>International/National - 5 points</li> </ul>	Facilitator/ Trainer issued by
Regional - 4 points	DepEd or other
Division / Provincial - 3 points	agencies/organizations
District / Municipal - 2 points	sanctioned by DepEd
School / Barangay - 1 point	
Note:	
a. Point/s earned is cumulative but not to	
exceed the allotted points for the criterion.	
5. Outreach Activity (5 points)	✓ Copy of the approved
<ul> <li>Sponsored/conducted community-based</li> </ul>	proposal
feeding program, medical/dental missions,	✓ Narrative/Accomplishment
tree planting, clean-up drives, and other	report (depicting the extent

community development activities or civic engagements ✓ Proponent/organizer - 5 points ✓ Member - 2.5 points <i>Note:</i> <i>a. Point/s earned is cumulative but not to</i> <i>exceed the allotted points for the criterion.</i>	to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation
<ul> <li>6. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, point/s earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>7. Leadership in the Conduct of CB Training         (5points)         Serves as the organizer and a - 5 points         resource speaker         Serves only as an organizer - 4 points         Serves only as a speaker - 3 points         Serves as a learning facilitator - 2 points         Serves as a committee member - 1 point</li> </ul>	<ul> <li>✓ ACR</li> <li>✓ Certification from the school head/department head</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (10 points) National - 10 points Region - 8 points Division - 6 points District - 4 points School - 2 points</li> </ul>	<ul> <li>LP/DLL duly signed by at least 3 authorities</li> <li>COT or Observation Chart from at least 3 observer- authorities</li> <li>Certificate of Recognition</li> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>
<ul> <li>SPED Instructional Materials/LRs Developed and Utilized in the DLDM (5 points)</li> </ul>	<ul> <li>Certification from the school head or department head</li> </ul>

Distributed & utilized IMs/LRs to 95-100% of the learners	- 5 points		
Distributed & utilized IMs/LRs to 90-94% of the learners	- 4 points		
Distributed & utilized IMS/LRs to 85-89% of the learners	- 3 points		
Distributed & utilized IMs/LRs to 80-84% of the learners	- 2 points		
Distributed & utilized IMs/LRs to 75-79% of the learners	- 1 point		
<ul> <li>Technical Assistance on SPED to Otl Parents/Families, Student-Teachers/ Specializers, Project Partners, and O Advocates/Volunteers (5 points)</li> <li>Gave TA to multiple clients to more than 3 of the categories mentioned</li> </ul>	/SPED	<ul> <li>✓ Photos,</li> <li>✓ Text messages/chat</li> <li>✓ letters from stakeholders/parents,</li> <li>✓ certificate of appreciation/recognition</li> </ul>	
Gave TA to multiple clients from only two of the categories mentioned above	- 4 points		
Gave TA to multiple clients from only 1 of the categories mentioned above	- 3 points		
Gave TA to only one client from at least two of the groups mentioned above	- 2 points		
Gave TA to only one client in any of the groups mentioned above	- 1 point		
• Implemented initiatives on the align delivery of instruction and manager activities in the new normal <b>(5 poin</b>	ment of	<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>	
	points points		

3 initiatives - 3 p	oints				
2 initiatives - 2 p	oints				
1 initiative - 1 p	point				
• Length of Service and Experience ( <b>5</b> p	✓ Service record				
More than 5 years teaching					
experience					
Five years teaching experience	- 4 points				
Four years teaching experience	- 3 points				
Three years teaching experience	- 2 points				
At least two years teaching	- 1 point				
experience					
C. Education & Learning and Development	t (10 points)				
1. Education (5 points)					
		✓ Transcript of Records			
<ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements</li> </ul>	- 5 points - 4.5 points	✓ Certificate of Completion of			
for Doctorate/Doctor's Degree	- 4.5 points	Academic Requirements /			
Earned at least 18 Doctorate/	- 4 points	Certification of Units Earned			
Doctor's Degree units Master's Degree / Bachelor of	- 3.5 points				
Laws (Juris Doctor)	-				
Complete Academic Requirements	- 3 points				
<ul><li>for Master's Degree</li><li>Earned at least 18 MA Units</li></ul>	- 2.5 points				
	2.5 points				
Note: The degree must be relevant to a	the SPED and				
Inclusive education Programs					
2. Learning and Development (5 points	5)	✓ Certificate of Participation			
<ul> <li>Participation to Learning and Deve</li> </ul>	•	issued by DepEd or other			
Activities (such as trainings, semin		agencies/organizations			
workshops, conferences, fora, etc.	)	sanctioned by DepEd			
↓ International/National	- 5 points				
↓ Regional	- 4 points				
↓ Division	- 3 points				
District	- 2 points				
📥 School	- 1 point				
Mata					
a. Point/s earned is cumulative b	Note:				
exceed the allotted points for					
b. Validity of the learning and de					
	activities shall be within the last 3 years				
from the cut-off date set by the					
PRAISE committee.					

D. Potential (5 points)		
<ul> <li>✓ Interview and essay shall be conducted</li> <li>♣ Communication skills</li> <li>♣ Ability to present ideas</li> <li>♣ Alertness</li> <li>♣ Judgment</li> <li>♣ Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

# SEARCH FOR MOST OUTSTANDING MADRASAH TEACHER (ASATIDZ)

Name of Nominee	SDO:
Position:	School Category:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (25 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 25</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (55 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>Apoints</li> <li>Nomination in the Region / Awardee in the Division</li> <li>A points</li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>2 points</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a school year, points earned shall be based on the award received in the highest governance level.</li> <li>Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
2. Innovations (5 points) Adopted in the region/division - 5 points Adopted in the district - 4 points Fully implemented in the school - 3 points Started the implementation - 2 points Conceptualized - 1 point Note: a. For group/team innovations, point/s earned will be divided by the number of innovators. b. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

•	ation / Authorship (5 points)		$\checkmark$	Copy of the published book/	
•	Sole authorship of a book Co-authorship of a book	<ul> <li>- 5 points</li> <li>- 5 points will be divided by the number of authors</li> </ul>	~	learning resources/articles Certificate of Recognition	
•	Article published in a journal/ newspaper/ magazine of wide circulation	<ul> <li>1 point per article but not not to exceed 4 points</li> </ul>			
•	Writer of LRs	- 4 points			
•	Co-Writer of LRs	<ul> <li>4 points will be divided by the number of writers</li> </ul>			
•	Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources	- 0.5 point in each LR but not to exceed 3 points			
	Note:				
	a. Points earned are cumulative	e but not to			
	exceed the allotted points fo				
points) •	International/National - 10 r	points		Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other	
points) • •				Facilitator/ Trainer issued by DepEd or other	
points) • •	Regional - 8 p	oints		Facilitator/ Trainer issued by	
points) • •	Regional - 8 p Division / Provincial - 6 po	oints oints		Facilitator/ Trainer issued by DepEd or other agencies/organizations	
points) • • • •	Regional- 8 pDivision / Provincial- 6 poDistrict / Municipal- 5 poSchool / Barangay- 4 po	oints oints oints		Facilitator/ Trainer issued by DepEd or other agencies/organizations	
•	Regional - 8 p Division / Provincial - 6 po District / Municipal - 5 po	oints oints oints oints e <i>but not to</i>		Facilitator/ Trainer issued by DepEd or other agencies/organizations	
•	Regional- 8 pDivision / Provincial- 6 pcDistrict / Municipal- 5 pcSchool / Barangay- 4 pcNote:-a. Points earned are cumulative	oints oints oints oints e <i>but not to</i>	✓	Facilitator/ Trainer issued by DepEd or other agencies/organizations	
• • •	Regional- 8 pDivision / Provincial- 6 pcDistrict / Municipal- 5 pcSchool / Barangay- 4 pcNote:-a. Points earned are cumulative exceed the allotted points for	oints oints oints oints oints e <i>but not to</i> or the criterion. ounity-based ontal missions, s, and other ivities or civic	✓ ✓	Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	

	Certificate of	
	Recognition/Participation	
6. Other Meritorious Accomplishments specific to		
the position		
Outstanding/Meritorious Accomplishments as	✓ Certificate of Recognition	
Coach in MUSABAQAH (20 points)	✓ Memorandum	
National - 20 points		
Regional - 15 points		
Division - 10 points		
District - 8 points		
School - 5 points		
<ul> <li>Outstanding/Meritorious Accomplishments as</li> </ul>	✓ Special Order	
Chairperson/TWG in School related activities	✓ Accomplishment Report duly	
(5 points)	signed by the School Head	
Chair - 5 points		
Co-Chair - 3 points		
Member - 2 points		
C. Education & Learning and Development (15 points)		
1. Education (10 points)		
At least 18 units in Masters - 10 points	Certified True Copy:	
College Graduate - 8 points	✓ Transcript of Records	
College Level - 6 points	✓ Diploma	
High School Graduate - 4 points	✓ Permanent Record	
High School Level - 2 points		
2. Learning and Development (5 points)	✓ Certificate of Participation	
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other	
Activities (such as trainings, seminars,	agencies/organizations	
workshops, conferences, fora, etc.)	sanctioned by DepEd	
International/National - 5 points		
🖊 Regional 🛛 – 4 points		
🕌 Division - 3 points		
4 District - 2 points		
📥 School 🛛 – 1 point		
Note:		
a. Points earned are cumulative but not to		
exceed the allotted points for the criterion.		
b. Validity of the learning and development		
activities shall be within the last 3 years		
from the cut-off date set by the Regional		
PRAISE committee.		

D. Potential (5 points)	
<ul> <li>✓ Interview and essay shall be conducted</li> <li>▲ Communication skills</li> <li>▲ Ability to present ideas</li> <li>▲ Alertness</li> <li>▲ Judgment</li> <li>▲ Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

## SEARCH FOR MOST OUTSTANDING MULTIGRADE TEACHER I-III

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (30 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 30</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (55 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/ Awardee in the Region</li> <li>A points</li> <li>Nomination in the Region / Awardee in the Division</li> <li>A points</li> <li>Nomination in the Division/ Awardee in the Division</li> <li>A points</li> </ul> </li> <li>Nomination in the Division/ Awardee in the Division/ Awardee in the District</li> <li>2 points</li> <li>Note:         <ul> <li>A points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li><b>4. Publication / Authorship (5 points)</b> <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

<ul> <li>5. Consultant/Resource Speaker/Learning</li> <li>Facilitator/Trainer (5 points) <ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other</li> </ul>
<ul> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	agencies/organizations sanctioned by DepEd
exceed the allotted points for the criterion.	
<ul> <li>6. Outreach Activity (5 points)         <ul> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements             <ul></ul></li></ul></li></ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> <li><i>Note:</i> <ul></ul></li></ul></li></ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points)         <ul> <li>National - 5 points</li> <li>Region - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> </ul> </li> </ul>	<ul> <li>✓ LP/DLL duly signed by at least 3 authorities</li> <li>✓ COT or Observation Chart from at least 3 observer- authorities</li> <li>✓ Certificate of Recognition</li> </ul>

	School - 1	point	<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
in the Sch	oach or contendol, District, I (5 points) First Placers 5 points 4 points 3 points 2 points 1 point		cher category) onal and Third Placers 3 points 2 points 1 point 0.75 point 0.50 point	<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>
Trainings, activities/ students' Divisi Distri Scho <i>Not</i> <i>a. Pc</i>	ict - 4 po ol - 3 po <i>te:</i> pints earned a	Developmer rding improv omes <b>(5 poir</b> oints ints oints	nt ement of n <b>ts)</b>	<ul> <li>Activity Completion Report with attachments such as:         <ul> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul> </li> </ul>
<ul> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> <li>5 or more initiatives - 5 points</li> <li>4 initiatives - 4 points</li> <li>3 initiatives - 3 points</li> <li>2 initiatives - 2 points</li> <li>1 initiative - 1 point</li> </ul>			✓ Picto-narrative report duly signed by the school head	
. Education & I			•	
<ul> <li>1. Education (5 points)         <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>- 5 points</li> <li>- 4.5 points</li> </ul> </li> </ul>				<ul> <li>✓ Transcript of Records</li> </ul>

Γ				1
	- 4 points	$\checkmark$	Certificate of Completion of	
Doctor's Degree units			Academic Requirements /	
-	- 3.5 points		Certification of Units Earned	
<ul><li>Laws (Juris Doctor)</li><li>Complete Academic Requirements</li></ul>	- 3 points			
for Master's Degree	5 points			
_	- 2.5 points			
2. Learning and Development (5 points)		✓	Certificate of Participation	
<ul> <li>Participation to Learning and Devel</li> </ul>	opment	-	issued by DepEd or other	
Activities (such as trainings, semina			agencies/organizations	
workshops, conferences, fora, etc.)	יס, וס,		5 5	
workshops, conterences, fora, etc.)			sanctioned by DepEd	
International/National	5 points			
	5 points			
5	- 4 points			
	3 points			
	- 2 points			
- School -	1 point			
Note:				
a. Points earned are cumulative b	ut not to			
exceed the allotted points for the	he criterion.			
b. Validity of the learning and deve				
activities shall be within the last	,			
from the cut-off date set by the	-			
PRAISE committee.				
D. Potential (5 points)				
✓ Interview and essay shall be conducted	4	√	Potential/Interview Checklist	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> </ul>	J	•		
			& Rating Sheet	
Ability to present ideas				
📥 Alertness				
📥 Judgment				
Stress Tolerance				

## SEARCH FOR MOST OUTSTANDING MULTIGRADE MASTER TEACHER

Name of Nominee	SDO:
Position:	School:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (25 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 25</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>SY 2019-2020 and SY 2020-2021</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(60 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li><b>1. Outstanding Employee Award (5 points)</b> <ul> <li>National Awardee</li> <li>Spoints</li> </ul> </li> <li>Nomination in the Department/ Awardee in the Region – 4 points</li> <li>Nomination in the Region / Awardee in the Division – 3 points</li> <li>Nomination in the Division/ Awardee in the District – 2 points</li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a school year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points) <ul> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>manuscript of the</li> <li>implemented / conducted</li> <li>Research and Development</li> <li>Project duly approved by the</li> <li>SDS</li> <li>✓ Certification from the SDO</li> <li>Research Committee on the</li> <li>scope of the Research Locale</li> <li>as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
Publication / Authorship (5 points)         • Sole authorship of a book         • Co-authorship of a book         • Article published in a journal/ newspaper/ magazine of wide circulation         • Writer of LRs         • Writer of LRs         • Co-Writer of LRs         • Co-Writer of LRs         • Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, broadcaster/video presenters, or Illustrator) of the Learning Resources         Note:         a. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>

<ul> <li>5. Consultant/Resource Speaker/Learning</li> <li>Facilitator/Trainer (5 points)</li> <li>International/National - 5 points</li> <li>Regional - 4 points</li> </ul>	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other</li> </ul>
<ul> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:</li> </ul>	agencies/organizations sanctioned by DepEd
<i>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</i>	
<ul> <li>6. Outreach Activity (5 points)         <ul> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements             <ul></ul></li></ul></li></ul>	<ul> <li>✓ Copy of the approved proposal</li> <li>✓ Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> <li><i>Note:</i></li></ul></li></ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
8. Other Meritorious Accomplishments specific to the position	
<ul> <li>Served as Demonstration Teacher on innovative teaching techniques/ pedagogies (5 points)         <ul> <li>National - 5 points</li> <li>Region - 4 points</li> <li>Division - 3 points</li> <li>District - 2 points</li> </ul> </li> </ul>	<ul> <li>LP/DLL duly signed by at least 3 authorities</li> <li>COT or Observation Chart from at least 3 observer- authorities</li> <li>Certificate of Recognition</li> </ul>

School - 1 point			<ul> <li>Memorandum and Matrix reflecting Demonstration Teaching Activity (if available)</li> </ul>	
Won as coach or contestant (for teacher category) in the School, District, Division, Regional and National <b>(5 points)</b> First Second Third		<ul> <li>✓ Memorandum/Advisory/ Bulletin</li> <li>✓ Certificate of Recognition as Coach/Contestant</li> </ul>		
	Placers	Placers	Placers	
National	5 points	4 points	3 points	
Regional	4 points	3 points	2 points	
Division	3 points	2 points	1 point	
District	2 points	1 point	0.75 point	
School	1 point	0.75 point	0.50 point	
Trainings activities, students' Divis Distr Scho <i>No.</i> <i>a. Po</i>	ict - 4 pc pol - 3 pc <i>te:</i> points earned a	I Developmer ording improv comes <b>(5 poir</b> pints pints pints	nt ement of n <b>ts)</b>	<ul> <li>Activity Completion Report with attachments such as:</li> <li>Approved SLAC Session Plan</li> <li>Resource Package</li> <li>Approved permit to conduct</li> <li>Sample Program</li> <li>Attendance</li> <li>Pictorials</li> </ul>
<ul> <li>Implemented initiatives on the alignment of delivery of instruction and management of activities in the new normal (5 points)</li> </ul>		<ul> <li>✓ Picto-narrative report duly signed by the school head</li> </ul>		
5 or more initiatives- 5 points4 initiatives- 4 points3 initiatives- 3 points2 initiatives- 2 points1 initiative- 1 point				
<ul> <li>Served as a mentor/coach to other teachers (5 points)</li> </ul>		<ul> <li>✓ Certification as a mentor by the school head</li> </ul>		
5 or more mentees - 5 points				
4 mentees - 4 points				
3 mentees - 3 points				
2 mente	es	- 2 points		

only 1 mentee - 1 point	
C. Education & Learning and Development (10 points)	
<b>1. Education (5 points)</b> - 5 points         • Doctorate/Doctor's Degree       - 4.5 points         • Complete Academic Requirements for Doctorate/Doctor's Degree       - 4 points         • Earned at least 18 Doctorate/ Doctor's Degree units       - 4 points         • Master's Degree / Bachelor of Laws (Juris Doctor)       - 3.5 points         • Complete Academic Requirements for Master's Degree       - 3 points         • Earned at least 18 MA Units       - 2.5 points	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (5 points)         <ul> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 5 points</li> <li>↓ Regional - 4 points</li> <li>↓ Division - 3 points</li> <li>↓ District - 2 points</li> <li>↓ School - 1 point</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
D. Potential (5 points)	
<ul> <li>✓ Interview and essay shall be conducted</li> <li>↓ Communication skills</li> <li>↓ Ability to present ideas</li> <li>↓ Alertness</li> <li>↓ Judgment</li> <li>↓ Stress Tolerance</li> </ul>	<ul> <li>Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>

# SEARCH FOR MOST OUTSTANDING SCHOOL HEAD

Name of Nominee	SDO:
Position:	School Category:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
1. Personal and Professional Development (30%)		
A. Performance (35 points)		
1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above) <b>Point/s Earned</b> = (Average of the Two OPCRF Ratings / 5) x 35	<ul> <li>✓ OPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within             the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (10 points)         <ul> <li>National Awardee</li> <li>10 points</li> <li>Nomination in the Department/</li> <li>8 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>6 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>4 points Awardee in the District</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note:		
a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

		nominees) or RD (for
		Regional Office nominees)
3. Research and Development Projects (5	points) 🗸	
3.1 Conducted basic/action research app	-	manuscript of the
the DO Research Team (3 points)		implemented / conducted
Regional/Division Level - 3 points	nts	Research and Development
District Level - 2 poir		Project duly approved by the
School Level - 1 point		SDS
Note:		Research Committee on the
a. For group/team research, point/s	earned will	scope of the Research Locale
be divided by the number of resea		as to where it was conducted
b. Points earned are cumulative but		as to where it was conducted
exceed the allotted points for the		
3.2 Presented a research paper (2 points	)	Ó Memorandum / Invitation
• International - 2 points	,	Letter
<ul> <li>National - 1.75 point</li> </ul>	ts 🗸	
Regional - 1.50 point		Certificate of Recognition as
<ul> <li>Division - 1.25 point</li> </ul>		a Research Presenter
• School - 1 point		
4. Publication / Authorship (5 points)	✓	Copy of the published book/
	5 points	learning resources/articles
Co-authorship of a book	5 points will	
	be divided by	
	he number of authors	
	point per	
newspaper/ magazine of wide	article but not	
	not to exceed	
	1 points 1 points	
	1 points will	
	be divided by	
	he number of	
	vriters 0.5 point in	
	each LR but	
	not to exceed	
	3 points	
Learning Resources		
Note:		
a. Points earned are cumulative bu		
exceed the allotted points for th		
5. Consultant/Resource Speaker/Learning	·	,
Facilitator/Trainer (5 points)		Appreciation as Consultant/
<ul> <li>International/National - 5 point</li> </ul>	s	Resource Speaker/ Learning
		Facilitator/ Trainer issued by

<ul> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note: a. Points earned are cumulative but not to</li> </ul>	DepEd or other agencies/organizations sanctioned by DepEd
<ul> <li>exceed the allotted points for the criterion.</li> <li>6. Outreach Activity (5 points) <ul> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note: <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul></li></ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school</li> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>a. For more than one proponent, points earned will be divided by the number of proponents.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
. Education & Learning and Development (20 points)	
1. Education (10 points)	
<ul> <li>Doctorate/Doctor's Degree - 10 points</li> <li>Complete Academic Requirements - 9 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 8 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 7 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 6 points for Master's Degree</li> <li>Earned at least 18 MA Units - 5 points</li> </ul>	<ul> <li>Transcript of Records</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>

<ul> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 10 points</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<ul> <li>Regional</li> <li>8 points</li> <li>Division</li> <li>6 points</li> </ul>	
↓ District - 4 points	
School - 2 points	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>
2. School Management and Leadership (70%)	
<ul> <li>To be taken from the Outstanding School Criteria</li> </ul>	

# SEARCH FOR MOST OUTSTANDING ADMINISTRATIVE AIDE

Name of Nomi	inee	SDO/FD:
Position:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (50 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 50</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
B. Outstanding/Meritorious Accomplishments (30 points) * Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
<b>1. Outstanding Employee Award (10 points)</b> • National Awardee       - 10 points         • Nomination in the Department/       - 8 points         • Awardee in the Region       - 6 points         • Nomination in the Region /       - 6 points         • Nomination in the Division       - 4 points         • Nomination in the Division/       - 4 points         • Nomination in the District       - 2 points         • Nomination in the school       - 2 points	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	nominees) or RD (for
	Regional Office nominees)
3. Other Meritorious Accomplishments specific to	
the position	
<ul> <li><b>3.1 Attendance and Punctuality in Reporting to Office (10pts)</b></li> <li>Perfect attendance and no - 10 points tardiness and undertime for three (3) consecutive months in a year</li> <li>Two (2) authorized absences - 8 points and tardiness for three (3) consecutive months in a year</li> <li>Three (3) authorized absences - 6 points and tardiness/undertime in a year</li> <li>Five (5) authorized absences - 4 points and tardiness/undertime in a year</li> </ul>	<ul> <li>✓ Certification of the HRMO/ School Head duly noted by the Head of Office</li> </ul>
<b>3.2 Customer Satisfaction Survey Rating (5 points)</b> Point/s Earned = (average of the ratings/5) x 5	<ul> <li>✓ Customer Satisfaction Survey Results (for 4 quarters of 2019 &amp; 2020) duly certified by SDS</li> <li>✓ Customer Feedback/ Appreciation (1 per quarter) – <i>Optional</i></li> </ul>
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
<ul> <li>Master's Degree / Bachelor of - 5 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 4 points for Master's Degree</li> <li>Earned 18 units of Master's Degree - 3 points</li> <li>College Graduate - 2 points</li> <li>Earned at least 18 units in college - 1 point</li> </ul>	<ul> <li>Transcript of Records</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> </ul>	issued by DepEd or other agencies/organizations sanctioned by DepEd
<ul> <li>International/National - 10 points</li> <li>Regional - 8 points</li> </ul>	

🖊 District - 4 poin	its
🔸 School – 2 poin	its
<i>Note: a. Points earned are cumulative but not to exceed the allotted points for the crite b. Validity of the learning and developmen activities shall be within the last 3 years from the cut-off date set by the Regiona PRAISE committee.</i>	prion. pnt s
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

## SEARCH FOR MOST OUTSTANDING ADMINISTRATIVE ASSISTANT

Name of Nominee	_SDO/FD:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
1. Outstanding Employee Award (10 points)         • National Awardee       - 10 points         • Nomination in the Department/       - 8 points         • Awardee in the Region       - 6 points         • Nomination in the Region /       - 6 points         • Nomination in the Division       - 4 points         • Nomination in the Division/       - 4 points         • Nomination in the District       - 2 points         • Nomination in the school       - 2 points	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	nominees) or RD (for	
3. Other Meritorious Accomplishments specific to	Regional Office nominees)	
the position		
<ul> <li>3.2 Attendance and Punctuality in Reporting to Office (10pts)</li> <li>Perfect attendance and no tardiness and undertime for three (3) consecutive months in a year</li> <li>Two (2) authorized absences - 8 points and tardiness for three (3) consecutive months in a year</li> <li>Three (3) authorized absences - 6 points and tardiness/undertime in a year</li> <li>Five (5) authorized absences - 4 points and tardiness/undertime in a year</li> </ul>	<ul> <li>✓ Certification of the HRMO/ School Head duly noted by the Head of Office</li> </ul>	
<ul> <li>3.3 Assisted in a training/activity conducted in at least two days (5 points)</li> <li>Regional Level - 5 points</li> <li>Division Level - 4 points</li> <li>District Level - 3 points</li> <li>School Level - 2 points</li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation or</li> <li>✓ Duly approved ACR</li> </ul>	
<ul> <li>3.4 Membership in Working Committees (5 points)</li> <li>At least three (3) Working - 5 points Committees</li> <li>Two (2) Working Committees - 3 points</li> <li>One (1) working committee - 1 point</li> </ul>	<ul> <li>✓ Special Order/Memorandum (with the name of the Nominee)</li> </ul>	
<b>3.4 Customer Satisfaction Survey Rating (5 points)</b> Point/s Earned = (average of the ratings/5) x 5	<ul> <li>✓ Customer Satisfaction Survey Results (for 4 quarters of 2019 &amp; 2020) duly certified by SDS</li> <li>✓ Customer Feedback/ Appreciation (1 per quarter) - <i>Optional</i></li> </ul>	
Education & Learning and Development (15 points)		
<ul> <li>1. Education (5 points)         <ul> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 4 points</li> </ul> </li> </ul>	✓ Transcript of Records	

for Master's Degree Earned 18 units of Master's Degree - 3 points College Graduate - 2 points Earned at least 18 units in college - 1 point	<ul> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>♣ International/National - 10 points</li> </ul>	<ul> <li>Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
Regional- 8 pointsDivision- 6 pointsDistrict- 4 pointsSchool- 2 points	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.	
D. Potential (5 points)	
<ul> <li>✓ Interview and essay shall be conducted</li> <li>↓ Communication skills</li> <li>↓ Ability to present ideas</li> <li>↓ Alertness</li> <li>↓ Judgment</li> <li>↓ Stress Tolerance</li> </ul>	<ul> <li>Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>

### SEARCH FOR MOST OUTSTANDING ADMINISTRATIVE OFFICER V

Name of Nominee\_\_\_\_\_\_SCHOOL/SDO/FD: \_\_\_\_\_ Position: \_\_\_\_\_

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within             the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> </ul> </li> <li>Note: <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division</li> <li>5 points</li> <li>Adopted in the district</li> <li>4 points</li> <li>Fully implemented in the school</li> <li>3 points</li> <li>Started the implementation</li> <li>2 points</li> <li>Conceptualized</li> <li>1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

3. Publication / Authorship (5 points)		$\checkmark$	Copy of the published book/	
<ul><li>Sole authorship of a book</li><li>Co-authorship of a book</li></ul>	<ul> <li>5 points</li> <li>5 points will be divided by the number of authors</li> </ul>	~	learning resources/articles Certificate of Recognition	
<ul> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> </ul>	- 1 point per article but not not to exceed 4 points			
<ul><li>Writer of LRs</li><li>Co-Writer of LRs</li></ul>	<ul> <li>4 points</li> <li>4 points will be divided by the number of writers</li> </ul>			
<ul> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources</li> </ul>	- 0.5 point in each LR but not to exceed 3 points			
Note: a. Points earned are cumulative				
exceed the allotted points fo 4. Consultant/Resource Speaker/Learn		✓	Cartificate of Decompition /	
Facilitator/Trainer (5 points)         International/National       - 5 points         Regional       - 4 points         Division / Provincial       - 3 points         District / Municipal       - 2 points         School / Barangay       - 1 points         Note:       - 2 points earned are cumulative exceed the allotted points for	oints oints oints oints oint oint e but not to or the criterion.		Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
5. Other Meritorious Accomplishmen the position	-			
5.1 Compliance on submission of F (5 points)	veports	~	Transmittal of Report with	
<ul> <li>Complete and accurate (submitted 7days before deadline)</li> </ul>	- 5 points		date of receipt of concerned Office/s	
<ul> <li>Complete and accurate (submitted 6 days before deadline)</li> </ul>	- 4 points			
<ul> <li>Complete and accurate (submitted 5 days before deadline)</li> </ul>	- 3 points			
<ul> <li>Complete and accurate</li> </ul>	- 2 points	1		

(submitted on due date)	
5.2 Managed/facilitated a related training/activity conducted (5 points)	<ul> <li>Certificate of Recognition / Certificate of Appreciation or</li> </ul>
<ul> <li>Regional Level - 5 points</li> <li>Division Level - 4 points</li> <li>District Level - 3 points</li> <li>School Level - 2 points</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>✓ Duly approved Activity Completion Report (in lieu of Certificates as SDOs do not give Certificates)</li> <li>✓ Memorandum</li> </ul>
<ul> <li>5.3 Chairmanship/Co-Chairmanship in Working Committees/BAC/ Procurement-Related (5 points)</li> <li>At least three (3) Working - 5 points Committees</li> <li>Two (2) Working Committees - 3 points</li> <li>One (1) working committee - 2 points</li> </ul>	✓ Memorandum / Special Order
<ul> <li>5.4 Well-managed workplace and adherence to health and safety standards (5 points)</li> <li>Note: Nominee shall be rated based on evidence presented showing the following: <ol> <li>Well-kept and clean grounds and offices</li> <li>Wash area</li> <li>Thermal Scanner</li> <li>Sanitizers</li> </ol> </li> <li>5. Education, Information, and Communication Materials/Signages on health and safety measures</li> <li>Memorandum/Guidelines on implementation or compliance of health and safety protocols</li> <li>Monitoring Tool</li> </ul>	<ul> <li>✓ Pictures</li> <li>✓ Memorandum</li> <li>✓ Monitoring tool</li> </ul>
All indicators are present- 5 points6 indicators are present- 4 points5 indicators are present- 3 points4 indicators are present- 2 pointsAt most 3 indicators are present- 1 point	

C. Education & Learning and Development (15 points)	
<ul> <li>1. Education (5 points) <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> <li>Master's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units</li> <li>2.5 points</li> </ul> </li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 10 points</li> <li>↓ Regional - 8 points</li> <li>↓ Division - 6 points</li> <li>↓ Division - 6 points</li> <li>↓ District - 4 points</li> <li>↓ School - 2 points</li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</li> </ul> </li> </ul>	✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

### SEARCH FOR MOST OUTSTANDING HUMAN RESOURCE MANAGEMENT OFFICER

Name of Nominee_	 SDO/FD:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	1
	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (3 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	manuscript of the
the DO Research Team (2 points)	implemented / conducted
<ul> <li>Regional/Division Level - 2 points</li> </ul>	Research and Development
District Level - 1.5 points	Project duly approved by the
School Level - 1 point	SDS
	✓ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
b. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (1 point)	✓ Memorandum / Invitation
International - 1 point	Letter
National - 0.80 point	<ul> <li>✓ Certificate of Appreciation /</li> </ul>
Regional - 0.60 point	Certificate of Recognition as
<ul> <li>Division - 0.40 point</li> </ul>	a Research Presenter
School - 0.20 point	a Research Fresenter
4. Publication / Authorship (2 points)	✓ Copy of the published book/
Sole authorship of a book - 2 points	learning resources/articles
Co-authorship of a book - 2 points will	<ul> <li>✓ Certificate of Recognition</li> </ul>
be divided by	
the number of	
<ul> <li>Article published in a journal/ - 0.50 point per</li> </ul>	
<ul> <li>Afficie published in a journal/ - 0.50 point per newspaper/ magazine of wide article but not</li> </ul>	
circulation not to exceed	
1.5 points	
Writer of LRs - 1 point	
Co-Writer of LRs     - 1 point will	
be divided by the number of	
writers	
Member of the Development/ - 0.25 point in	
Quality Assurance team (Content each LR but	
Reviewer, Language Editor, not to exceed	
Layout Artist, or Illustrator) of the 1 point	
Learning Resources	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	

	lltant/Reso or/Trainer	-	ker/Learning		~	Certificate of Recognition/ Appreciation as Consultant/
• • •	Internation Regional Division , District / School / Note: a. Points e exceed t	onal/Nation / Provincial Municipal Barangay <i>Parned are c</i>	- 4 points - 3 points - 2 points - 1 point umulative but points for the	criterion.		Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
. Othe he pos		ous Accomp	olishments spo	ecific to		
	RIME HRM Complete from pos within 3 HRM Lev Complete from pos within 4 Complete within 5 Complete	I (10 points ed RSP proc sting to app months / PF vel 2 for RSF ed RSP proc sting to app months ed RSP proc months ed RSP proc sting to app	cesses - ointment RIME cesses - ointment cesses -	ent / 10 points 8 points 6 points 4 points	~	Report on Appointments Issued with the date of publication and appointment duly certified by the SDS PRIME-HRM Award Certificate CSC Website
6.2 F	Personnel F	Records (5	points)			
Points 5	Efficiency 100% submission	Quality No Error	Timeliness Submitted before the deadline	Points Earned	✓ ✓	Transmittal of Report Submitted RO Record of Reports Submission
3	100% submission 100% submission	No Error No Error	Submitted on the deadline Submitted after the deadline			500111531011
oint/s l	-		of ratings) divid of required rep			
6.3 •		<b>Informatic</b> Personal Se	on System (5 p ervices - 5	<b>points)</b> points	~	Certification of frequency of PSIPOP updating as of the date of nomination signed by the SDS

<ul> <li>Itemization and Plantilla of Personnel (PSIPOP) at least 3 times a month</li> <li>Updated Personal Services Itemization and Plantilla of Personnel (PSIPOP) at least twice a month</li> <li>Updated Personal Services Itemization and Plantilla of Personnel (PSIPOP) at least once a month</li> </ul>	- 3 points - 1 point	✓ PSIPOP View (RO validator)
6.4 Personnel Information System	(5 points)	✓ PMIS (RO validator)
<ul> <li>100% of newly created items filled up based on Program Management Information System (<i>PMIS</i>) – 5 pts</li> </ul>	- 5 points	
<ul> <li>95%-99% of newly created items filled up based on Program Management Information System (<i>PMIS</i>)</li> </ul>	- 4 points	
<ul> <li>90%-94% of newly created items filled up based on Program Management Information System (<i>PMIS</i>)</li> </ul>	- 3 points	
<ul> <li>85%-89% of newly created items filled up based on Program Management Information System (<i>PMIS</i>)</li> </ul>	- 2 points	
<ul> <li>84% and below of newly created items filled up based on Program Management Information System (<i>PMIS</i>)</li> </ul>	- 1 point	
C. Education & Learning and Development	(15 points)	
1. Education (5 points)		
Doctorate/Doctor's Degree	- 5 points	✓ Transcript of Records
<ul> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> </ul>	- 4.5 points - 4 points	<ul> <li>✓ Certificate of Completion of Academic Requirements /</li> </ul>
<ul><li>Doctor's Degree units</li><li>Master's Degree / Bachelor of</li></ul>	- 3.5 points	Certification of Units Earned
Laws (Juris Doctor) <ul> <li>Complete Academic Requirements for Master's Degree</li> </ul>	- 3 points	
Earned at least 18 MA Units	- 2.5 points	

2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
4 International/National - 10 points	
🖊 Regional - 8 points	
4 Division - 6 points	
📥 District - 4 points	
♣ School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
	✓ Potential/Interview Checklist
✓ Interview and essay shall be conducted	
Communication skills	& Rating Sheet
Ability to present ideas	
4 Alertness	
📥 Judgment	
Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING SUPPLY OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul></li></ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

nominees) or RD (for Regional Office nominees)
Regional Office nominees)
✓ Copy of the complete
manuscript of the
implemented / conducted
Research and Development
Project duly approved by the
SDS
✓ Certification from the SDO
Research Committee on the
scope of the Research Locale
as to where it was conducted
✓ Memorandum / Invitation
Letter
✓ Certificate of Appreciation /
Certificate of Recognition as
a Research Presenter
✓ Copy of the published book/
learning resources/articles
✓ Certificate of Recognition

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)	Appreciation as Consultant/
<ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:</li> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
6. Other Meritorious Accomplishments specific to	
the position	
<ul> <li>6.1 Updated Report on the Physical Count of PPE and Report on Physical Count of Inventories (10 points)</li> <li>Complete and accurate - 10 points (submitted before the deadline)</li> <li>Complete and accurate - 6 points (submitted on the deadline)</li> </ul>	<ul> <li>✓ Transmittal of RPCPPE with date of receipt by COA and other concerned Office/s</li> <li>✓ Transmittal of RPCI with date of receipt by COA and other concerned Office/s</li> </ul>
6.2 Updated and Timely Submission of Report of Supplies and Materials Issued (RSMI) (5 points)	✓ Transmittal letters of RSMI
• 100% submitted before - 5 points	
the deadline	
• 100% submitted on the deadline - 3 points	
<ul> <li>6.3 AOM Compliance (5 pts)</li> <li>No (zero) AOM received - 5 points</li> <li>Received and complied - 3 points AOMs 2 days before deadline</li> <li>Received and complied AOMs - 1 point on due date</li> </ul>	✓ Copy of AAPSI from COA
C. Education & Learning and Development (15 points)	
<b>1. Education (5 points)</b> - 5 points         • Doctorate/Doctor's Degree       - 5 points         • Complete Academic Requirements for Doctorate/Doctor's Degree       - 4.5 points	✓ Transcript of Records
Earned at least 18 Doctorate/ - 4 points	

<ul> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 3 points for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	<ul> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
🖊 International/National - 10 points	
Regional - 8 points	
🖊 Division - 6 points	
📕 District - 4 points	
4 School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> </ul>	✓ Potential/Interview Checklist
Communication skills	& Rating Sheet
Ability to present ideas	
Alertness	
🕌 Judgment	
📥 Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING CASHIER

Name of Nominee	SDO:
Position:	School Category:

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul></li></ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>✓ Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (5 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	manuscript of the
the DO Research Team (3 points)	implemented / conducted
<ul> <li>Regional/Division Level - 3 points</li> </ul>	Research and Development
District Level - 2 points	Project duly approved by the
School Level - 1 point	SDS
	✓ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
<i>b. Points earned are cumulative but not to</i>	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
International - 2 points	Letter
National - 1.75 points	<ul> <li>✓ Certificate of Appreciation /</li> </ul>
Regional - 1.50 points	Certificate of Recognition as
<ul> <li>Division - 1.25 points</li> </ul>	a Research Presenter
School - 1 point	a Research Fresenter
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book - 5 points will	<ul> <li>✓ Certificate of Recognition</li> </ul>
be divided by	
the number of	
<ul> <li>Article published in a journal/ - 1 point per</li> </ul>	
<ul> <li>Article published in a journal/ - 1 point per newspaper/ magazine of wide article but not</li> </ul>	
circulation not to exceed	
4 points	
Writer of LRs - 4 points	
Co-Writer of LRs     - 4 points will	
be divided by the number of	
writers	
Member of the Development/ - 0.5 point in	
Quality Assurance team (Content each LR but	
Reviewer, Language Editor, not to exceed	
Layout Artist, or Illustrator) of the 3 points	
Learning Resources	
Note:	
<i>Note: a. Points earned are cumulative but not to</i>	
<i>Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion.</i>	

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)         International/National       - 5 points         Regional       - 4 points         Division / Provincial       - 3 points         District / Municipal       - 2 points         School / Barangay       - 1 point         Note:       - 2 Points         a. Points earned are cumulative but not to exceed the allotted points for the criterion.         6. Other Meritorious Accomplistments specific to the position	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
<ul> <li>6.1 Cash Collection ad Deposit (5 points)</li> <li>100% collection deposited to bank a day after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 2 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 3 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 4 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 4 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 4 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 5 days after receipt and issuance of Official Receipt</li> <li>100% collection deposited to bank 5 days after receipt and issuance of Official Receipt</li> </ul>	<ul> <li>✓ Report of Collection and Deposits/Collection Receipt Record/ Cash book showing Date of Collection and Deposits</li> </ul>
<ul> <li>6.2 Cash Disbursement, payment, and Remittance (5 points)</li> <li>100% of approved Disbursement - 5 points Vouchers were processed for payment and released to payees within 5 days</li> <li>100% of approved Disbursement - 4 points Vouchers were processed for payment and released to payees within 6 days</li> <li>100% of approved Disbursement - 3 points Vouchers received were processed</li> </ul>	<ul> <li>✓ Report of Check Issued/Report of ADA Issued/Check and ADA Disbursement Record/ Warrant Registry showing dates of check/ADA preparation and date of Release.</li> </ul>

for payment and released to		
payees within 7 days		
6.3 Liquidation and Reporting (5 point	s)	
<ul> <li>100% complete and accurate of required reports for Collection, Disbursements and Liquidation were submitted to Accounting Unit 2 days before deadline</li> </ul>	- 5 points	<ul> <li>Transmittal of Report/ Reports with date of submission</li> </ul>
<ul> <li>100% complete and accurate of required reports for Collection, Disbursements and Liquidation were submitted to Accounting Unit 1 day before deadline</li> </ul>	- 4 points	
<ul> <li>100% complete and accurate of required reports for Collection, Disbursements and Liquidation were submitted to Accounting Unit within deadlin</li> </ul>	- 3 points e	
C. Education & Learning and Developmen		
1. Education (5 points)	•	
<ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ Doctor's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units</li> </ul>	<ul> <li>- 5 points</li> <li>- 4.5 points</li> <li>- 4 points</li> <li>- 3.5 points</li> <li>- 3 points</li> <li>- 2.5 points</li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (10 poin	ts)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>		issued by DepEd or other
Activities (such as trainings, semin	•	agencies/organizations
workshops, conferences, fora, etc.		sanctioned by DepEd
<ul> <li>International/National</li> <li>Regional</li> <li>Division</li> <li>District</li> <li>School</li> </ul>	<ul> <li>- 10 points</li> <li>- 8 points</li> <li>- 6 points</li> <li>- 4 points</li> <li>- 2 points</li> </ul>	
Note:		

<i>exceed the allotted points for the criterion.</i> <i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i> <i>from the cut-off date set by the Regional</i> <i>PRAISE committee.</i>		
D. Potential (10 points)		
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist	
Communication skills	& Rating Sheet	
Ability to present ideas		
🕌 Alertness		
🕌 Judgment		
Stress Tolerance		

### SEARCH FOR MOST OUTSTANDING RECORDS OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) Implemented a systematic and scientific records management (e-database) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> Note: <ul> <li>a. For group/team innovations, point/s earned will</li> </ul></li></ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

be divided by the number of innovators. b. Points earned are cumulative but not to exceed the allotted points for the criterion. <b>3. Research and Development Projects (5 points)</b> 3.1 Conducted basic/action research approved by the DO Research Team (3 points) • Regional/Division Level - 3 points • District Level - 2 points • School Level - 1 point <i>Note:</i> a. For group/team research, point/s earned will be divided by the number of researchers. b. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>nominees) or RD (for Regional Office nominees)</li> <li>✓ Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>✓ Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul> <b>4. Publication / Authorship of a</b> book <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources</li> </ul> <b>Note:</b> <ul> <li>Provints earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>Memorandum / Invitation Letter</li> <li>Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> <li>Copy of the published book/ learning resources/articles</li> <li>Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points)	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/</li> </ul>
<ul> <li>International/National - 5 points</li> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:</li> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
<ul> <li>6. Outreach Activity (3 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements <ul> <li>✓ Proponent/organizer - 3 points</li> <li>✓ Member - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
7. Other Meritorious Accomplishments specific to the position	
7.1 Customer Satisfaction Survey Rating (7 points) Point/s Earned = (average of the ratings/5) x 7	<ul> <li>Customer Satisfaction</li> <li>Survey Results (for 4 quarters of</li> <li>2019 &amp; 2020) duly certified by</li> <li>SDS</li> </ul>
	<ul> <li>Customer Feedback/</li> <li>Appreciation (1 per quarter) –</li> <li>Optional</li> </ul>
<ul> <li>7.2 Linkages and Network (5 points) Each descriptor warrants the candidate 1 point. <ol> <li>Established Records Management Improvement Committee in the Division</li> <li>Oriented / Provided Technical Assistance to School Registrars with Records</li> </ol></li></ul>	<ul> <li>✓ Memorandum</li> <li>✓ Policy Guidelines</li> <li>✓ Notice of Meetings/ Minutes of Meeting</li> <li>✓ Sample Correspondences verified by Regional Records</li> </ul>

<ul> <li>Processes (CAV, Authentication, Document Handling)</li> <li>3. Submitted Directory of School Records Custodians, Records Officers, and Registrars</li> <li>4. Follows etiquette in communication and correspondence. Facilitated smooth communication with Regional Records Office by maintaining accessibility through Different means: email, phone, and messenger.</li> <li>5. Created Communication Network for Records Custodians and Registrars in the Division.</li> </ul>	<ul> <li>✓ Activity Completion Report</li> </ul>
7.3 Involvement in Office Activities (5 points)Program Director- 5 pointsChairperson of Working Committee- 4 pointsProgram Host/ Script Writer- 3 pointsMember of TWG- 2 pointsParticipant/Attendee- 1 point	<ul> <li>✓ Memorandum</li> <li>✓ Certificate of Recognition</li> <li>✓ Program</li> <li>✓ Photos of the Event/ Activity</li> </ul>
C. Education & Learning and Development (15 points)	
<b>1. Education (5 points)</b> - 5 points         • Doctorate/Doctor's Degree       - 4.5 points         • Complete Academic Requirements for Doctorate/Doctor's Degree       - 4 points         • Earned at least 18 Doctorate/       - 4 points         Doctor's Degree units       - 3.5 points         Laws (Juris Doctor)       - 3 points         for Master's Degree       - 3 points         for Master's Degree       - 2.5 points	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 10 points</li> <li>↓ Regional - 8 points</li> <li>↓ Division - 6 points</li> <li>↓ District - 4 points</li> <li>↓ School - 2 points</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<i>Note: a. Points earned are cumulative but not to</i>	

<i>exceed the allotted points for the criterion.</i> <i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i> <i>from the cut-off date set by the Regional</i> <i>PRAISE committee.</i>		
D. Potential (5 points)		
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist	
Communication skills	& Rating Sheet	
Ability to present ideas		
🕌 Alertness		
📥 Judgment		
Stress Tolerance		

# SEARCH FOR MOST OUTSTANDING LEGAL OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	<u> </u>
	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (5 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	manuscript of the
the DO Research Team (3 points)	implemented / conducted
<ul> <li>Regional/Division Level - 3 points</li> </ul>	Research and Development
District Level - 2 points	Project duly approved by the
School Level - 1 point	SDS
	✓ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
<i>b. Points earned are cumulative but not to</i>	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
International - 2 points	Letter
National - 1.75 points	<ul> <li>✓ Certificate of Appreciation /</li> </ul>
Regional - 1.50 points	Certificate of Recognition as
<ul> <li>Division - 1.25 points</li> </ul>	a Research Presenter
School - 1 point	a Research Fresenter
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book - 5 points will	<ul> <li>✓ Certificate of Recognition</li> </ul>
be divided by	
the number of	
<ul> <li>Article published in a journal/ - 1 point per</li> </ul>	
<ul> <li>Article published in a journal/ - 1 point per newspaper/ magazine of wide article but not</li> </ul>	
circulation not to exceed	
4 points	
Writer of LRs - 4 points	
Co-Writer of LRs     - 4 points will	
be divided by the number of	
writers	
Member of the Development/ - 0.5 point in	
Quality Assurance team (Content each LR but	
Reviewer, Language Editor, not to exceed	
Layout Artist, or Illustrator) of the 3 points	
Learning Resources	
Note:	
<i>Note: a. Points earned are cumulative but not to</i>	
<i>Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion.</i>	

5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)         • International/National       - 5 points         • Regional       - 4 points         • Division / Provincial       - 3 points         • District / Municipal       - 2 points         • School / Barangay       - 1 point         Note:       - 2 Points         a. Points earned are cumulative but not to exceed the allotted points for the criterion.         6. Other Meritorious Accomplishments specific to	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
the position	
<ul> <li>6.1 Investigation conducted within a reasonable period (10 points)</li> <li>100% of endorsed complaints - 10 points</li> </ul>	<ul> <li>Copy of Submitted</li> <li>Investigation Reports</li> <li>with its attachments</li> </ul>
<ul> <li>are investigated and terminated within 30 days from receipt of authority to conduct investigation</li> <li>81-99% of endorsed complaints - 8 points are investigated and terminated within 30 days from receipt of authority to conduct investigation</li> <li>75-80% of endorsed complaints - 6 points are investigated and terminated within 30 days from receipt of authority to conduct investigation</li> </ul>	
6.2 Acted complaints lodged at DepEd Public Assistance Action Center (PAAC), CSC Contact Center ng Bayan (CCB), and other appropriate Government Centers (5 points)	<ul> <li>✓ Copy of proof of the action taken</li> </ul>
<ul> <li>100% of referrals received - 5 points acted within the reglementary period</li> </ul>	
<ul> <li>81-99% of referrals received - 4 points acted within the reglementary period</li> <li>75-80% of referrals received - 3 points</li> </ul>	

acted within the reglementary	
period	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
<ul> <li>International/National - 10 points</li> <li>Regional - 8 points</li> <li>Division - 6 points</li> <li>District - 4 points</li> <li>School - 2 points</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</li> </ul>	
D. Potential (10 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> </ul>	<ul> <li>Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>
Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING SDO ACCOUNTANT

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points)         <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
2. Innovations (5 points) Adopted in the region/division - 5 points Adopted in the district - 4 points Fully implemented in the school - 3 points Started the implementation - 2 points Conceptualized - 1 point Note: a. For group/team innovations, point/s earned will be divided by the number of innovators. b. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

3. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)         • International/National       - 5 points         • Regional       - 4 points         • Division / Provincial       - 3 points         • District / Municipal       - 2 points         • School / Barangay       - 1 point         Note:       a. Points earned are cumulative but not to exceed the allotted points for the criterion.	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd
4. Other Meritorious Accomplishments specific to	
the position	
4.1 Membership in Organizations/Committees (5 points)	<ul> <li>✓ Memorandum/Certificates/ Special Order</li> </ul>
<ul> <li>Membership in organization/technical planning committee</li> </ul>	
<ul> <li>3 Organizations/Committees - 5 points</li> <li>2 Organizations/Committees - 3 points</li> <li>1 Organization/Committee - 2 points</li> </ul>	
4.2 Compliance with Reporting Requirements	
(25 pts)	
Submission of Mid-Year and Year-End Financial Reports (5 points) • Complete and accurate - 5 points	<ul> <li>✓ Certified Status Report by the RO-FD</li> </ul>
(within 24 hours from start of workshop)	
Complete and accurate - 3 points (before the last day of the workshop)	
• Complete (within the - 1 point submission date set/last day of the workshop)	
Submission of Monthly and Quarterly Financial Reports every 5 <sup>th</sup> day of the following month/quarter (5 points)	<ul> <li>✓ Certified Status Report by the RO-FD</li> </ul>
• Complete and accurate - 5 points (3 days before the scheduled submission date)	

<ul> <li>Complete and accurate - 3 points (2 days before the scheduled submission date set)</li> <li>Complete and accurate - 1 point (1 day before the scheduled submission date set)</li> <li>MOOE/Other Funds Liquidation every 5<sup>th</sup> day of the following month (5 points)</li> <li>100% Liquidation of School - 5 points MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 10-29% - 3 points</li> </ul>
submission date set)       - 1 point         • Complete and accurate (1 day before the scheduled submission date set)       - 1 point         MOOE/Other Funds Liquidation every 5 <sup>th</sup> day of the following month (5 points)       ✓ Certified Status Report by the RO-FD         • 100% Liquidation of School       - 5 points MOOE for the rating period       ✓ Certified Status Report by the RO-FD         • 96-99% Liquidation of School       - 5 points MOOE for the rating period       ✓ MOOE for the rating period         • 91-95% Liquidation of School       - 3 points MOOE for the rating period       - 3 points MOOE for the rating period         • 86-89% Liquidation of School       - 2 points MOOE for the rating period       - 1 point Rate         AOM Compliance (5 points)       - 1 point Rate       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points - Compliance of 50% and above       - 4 points - 3 points
<ul> <li>Complete and accurate (1 day before the scheduled submission date set)</li> <li>MOOE/Other Funds Liquidation every 5<sup>th</sup> day of the following month (5 points)</li> <li>100% Liquidation of School - 5 points MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points Compliance of 50% and above - 4 points - 3 points - 3 points - 3 points</li> </ul>
(1 day before the scheduled submission date set) <ul> <li>MOOE/Other Funds Liquidation every 5<sup>th</sup> day of the following month (5 points)</li> <li>100% Liquidation of School - 5 points MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 1 point Rate</li> </ul> <ul> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49%</li> <li>3 points</li> </ul> <ul> <li>APPSI Validated by COA</li> </ul>
submission date set)       MOOE/Other Funds Liquidation every 5 <sup>th</sup> ✓ Certified Status Report by the RO-FD         100% Liquidation of School       - 5 points       ✓ Certified Status Report by the RO-FD         100% Liquidation of School       - 5 points       ✓ MOOE for the rating period         96-99% Liquidation of School       - 4 points       ✓ MOOE for the rating period         91-95% Liquidation of School       - 3 points       ✓ MOOE for the rating period         91-95% Liquidation of School       - 3 points       ✓ MOOE for the rating period         86-89% Liquidation of School       - 2 points       ✓ MOOE for the rating period         86-89% Liquidation of School       - 1 point       ×         MOOE for the rating period       - 1 point       ×         85% and below Liquidation       - 1 point       ×         Rate       ×       APPSI Validated by COA         • NO AOM for Compliance       - 5 points       ×         • NO AOM for Compliance       - 5 points       ×         • Compliance of 50% and above       - 4 points       ×         • Compliance of 30-49%       - 3 points       ×
<ul> <li>MOOE/Other Funds Liquidation every 5<sup>th</sup> day of the following month (5 points)</li> <li>100% Liquidation of School - 5 points MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>MOADM for Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
day of the following month (5 points)       the RO-FD         100% Liquidation of School       - 5 points         MOOE for the rating period       - 4 points         96-99% Liquidation of School       - 4 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 2 points         MOOE for the rating period       - 1 point         86-89% Liquidation of School       - 2 points         MOOE for the rating period       - 1 point         85% and below Liquidation       - 1 point         Rate       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
day of the following month (5 points)       the RO-FD         100% Liquidation of School       - 5 points         MOOE for the rating period       - 4 points         96-99% Liquidation of School       - 4 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 2 points         MOOE for the rating period       - 1 point         86-89% Liquidation of School       - 2 points         MOOE for the rating period       - 1 point         85% and below Liquidation       - 1 point         Rate       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
day of the following month (5 points)       the RO-FD         100% Liquidation of School       - 5 points         MOOE for the rating period       - 4 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 3 points         MOOE for the rating period       - 2 points         MOOE for the rating period       - 1 point         86-89% Liquidation of School       - 2 points         MOOE for the rating period       - 1 point         85% and below Liquidation       - 1 point         Rate       - 4 Points         NO AOM for Compliance       - 5 points         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 50% and above       - 3 points
<ul> <li>MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> </ul> AOM Compliance (5 points) <ul> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>MOOE for the rating period</li> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> </ul> AOM Compliance (5 points) <ul> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>96-99% Liquidation of School - 4 points MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>MOOE for the rating period</li> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>91-95% Liquidation of School - 3 points MOOE for the rating period</li> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
MOOE for the rating period       - 2 points         86-89% Liquidation of School       - 2 points         MOOE for the rating period       - 1 point         85% and below Liquidation       - 1 point         Rate       - 1 point         AOM Compliance (5 points)       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
<ul> <li>86-89% Liquidation of School - 2 points MOOE for the rating period</li> <li>85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
MOOE for the rating period       - 1 point         85% and below Liquidation       - 1 point         Rate       - 1 point         AOM Compliance (5 points)       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
<ul> <li>• 85% and below Liquidation - 1 point Rate</li> <li>AOM Compliance (5 points)</li> <li>• NO AOM for Compliance - 5 points</li> <li>• Compliance of 50% and above - 4 points</li> <li>• Compliance of 30-49% - 3 points</li> </ul>
Rate       AOM Compliance (5 points)       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
AOM Compliance (5 points)       ✓ APPSI Validated by COA         • NO AOM for Compliance       - 5 points         • Compliance of 50% and above       - 4 points         • Compliance of 30-49%       - 3 points
<ul> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>NO AOM for Compliance - 5 points</li> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
<ul> <li>Compliance of 50% and above - 4 points</li> <li>Compliance of 30-49% - 3 points</li> </ul>
Compliance of 30-49% - 3 points
·
Compliance of 10% and below - 1 point
Attendance to Regional Call Ups (5 points) Certification of Attendance duly
• 100% Attendance – 5 points signed by the CAO-FD
• 80-99 % Attendance – 4 points
• 60-79% Attendance – 3 points
• 59% and below – 1 point
. Education & Learning and Development (15 points)
1. Education (5 points)
Doctorate/Doctor's Degree - 5 points     ✓ Transcript of Records
Complete Academic Requirements - 4.5 points     Certificate of Completion of
<ul> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Certificate of Completion of Academic Requirements (</li> </ul>
<ul> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points</li> <li>Certificate of Completion of Academic Requirements /</li> </ul>
<ul> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points</li> <li>Complete Academic Requirements / Certificate of Completion of Academic Requirements /</li> </ul>
<ul> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>

for Master's Degree	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
4 Regional - 8 points	
📥 Division 🛛 - 6 points	
📥 District 🛛 - 4 points	
📥 School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> </ul>	✓ Potential/Interview Checklist
Communication skills	& Rating Sheet
Ability to present ideas	
4 Alertness	
4 Judgment	
🜲 Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING SDO BUDGET OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (30 points)		
1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above) <b>Point/s Earned</b> = (Average of the Two IPCRF Ratings / 5) x 30	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (50 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	nominees) or RD (for
	Regional Office nominees)
3. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)	Appreciation as Consultant/
	Resource Speaker/ Learning
<ul> <li>International/National - 5 points</li> </ul>	Facilitator/ Trainer issued by
Regional - 4 points	DepEd or other
<ul> <li>Division / Provincial - 3 points</li> </ul>	agencies/organizations
District / Municipal - 2 points	sanctioned by DepEd
<ul> <li>School / Barangay - 1 point</li> </ul>	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
4. Other Meritorious Accomplishments specific to	
the position	
4.1 Mombarship in the Technical Working Crown	
4.1 Membership in the Technical Working Group (5 points)	✓ Regional Memo/Division Manage (Supposed)
	Memo/Special
<ul> <li>International / National - 5 points</li> </ul>	Order/Certificates
<ul> <li>Regional</li> <li>- 4 points</li> </ul>	
<ul> <li>Division / Provincial</li> <li>- 3 points</li> </ul>	
<ul> <li>District / Municipal</li> <li>2 points</li> </ul>	
<ul> <li>School / Barangay</li> <li>1 point</li> </ul>	
4.2 Compliance with Reporting Requirement	
(30 points)	
Submission of Mid-Year and Year-End	( Cartified Status of
Reports to Central Office (5 points)	<ul> <li>✓ Certified Status of Submission at FD-RO</li> </ul>
	Submission at FD-RO
Complete and accurate     - 5 points	
(on the 1 <sup>st</sup> day of the	
workshop or earlier)	
<ul> <li>Complete and accurate</li> <li>- 4 points</li> </ul>	
(before the last day of	
the workshop)	
• Complete (within the - 3 points	
submission date set/	
last day of the workshop)	
Submission of Mid-Year and Year-End	
Reports to COA and DBM (5 points)	✓ Certified Status of
	Submission at FD-RO
Complete and accurate     - 5 points	

(2 days or earlier before	
the deadline)	
Complete and accurate     - 4 poin	Its
<ul><li>(1 day before the deadline)</li><li>Complete and accurate - 3 point</li></ul>	
on the deadline set	
Submission of Quarterly and Monthly	✓ Certified Status of
Reports to Central Office, COA, DBM, a	nd Submission at FD-RO
other oversight agencies (5 points)	
Complete and accurate - 5 point	nts
(3 days or earlier before	
the scheduled submission	
date)	
Complete and accurate - 4 point	nts
(2 days before the scheduled	
submission date set)	
Complete and accurate - 3 point	nts
(1 day before the scheduled	
submission date set)	
Complete and accurate - 2 point	וts
(on the scheduled submission	
date set)	
Budget Utilization Rate (OBLIGATION)	<ul> <li>✓ Certified Status of BUR at RO-FD</li> </ul>
(5points)	
• BUR of 98-100% - 5 points	
• BUR of 95-97% - 4 points	
• BUR of 90-94% - 3 points	
• BUR of 85-89% - 2 points	
• BUR of 84% and below - 1 point	
Incurrence of Overdraft in Allotment (5	. Cubmitted Veer and CDO
points)	<ul> <li>✓ Submitted Year-end SDO Consolidated Budgetary</li> <li>Benart</li> </ul>
• Zero Overdraft - 5 poin	ts Report
• Overdraft of 1-2% of the - 4 point	ts
Total Allotment per PPA	
<ul> <li>Overdraft of 3-4% of the - 3 point</li> </ul>	ts
-	ts

Total Allotment	
Overdraft of 7% and - 1 point	
above of the Total Allotment	
Attendance to Regional Call-Ups (5 points)	
Attended All Activities - 5 points	✓ Certified Report of
Attended 7 Activities - 4 points	Attendance at the RO-FD
Attended 6 Activities - 3 points	
Attended 5 Activities - 2 points	
Attended 1 to 4 Activities - 1 point	
C. Education & Learning and Development (15 points)	)
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
<ul> <li>for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points</li> </ul>	Academic Requirements /
Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
<ul><li>Laws (Juris Doctor)</li><li>Complete Academic Requirements - 3 points</li></ul>	
for Master's Degree	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
<ul> <li>Regional</li> <li>8 points</li> </ul>	
Division	
📥 District - 4 points	
🔸 School - 2 point	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion	1.
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points) ✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> </ul>	& Rating Sheet
<ul> <li>Ability to present ideas</li> </ul>	
<ul> <li>Ability to present ideas</li> <li>Alertness</li> </ul>	
↓ Judgment	
Stress Tolerance	
	·

### SEARCH FOR MOST OUTSTANDING DIVISION/SCHOOL LIBRARIAN

Name of Nominee_	SDO/School:	
Position:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (25 points)		
<ol> <li>Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 25</li> </ul> </li> </ol>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(60 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

<ul> <li>3. Research and Development Projects (5 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (3 points)</li> <li>Regional/Division Level - 3 points</li> <li>District Level - 2 points</li> <li>School Level - 1 point</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	nominees) or RD (for Regional Office nominees)         ✓       Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS         ✓       Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted
<ul> <li>3.2 Presented a research paper (2 points)</li> <li>International - 2 points</li> <li>National - 1.75 points</li> <li>Regional - 1.50 points</li> <li>Division - 1.25 points</li> <li>School - 1 point</li> </ul>	<ul> <li>Memorandum / Invitation Letter</li> <li>Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>4. Publication / Authorship (5 points) <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>S points will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Mote: <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the published book/ learning resources/articles</li> <li>Certificate of Recognition</li> </ul>

5. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points) International/National - 5 points Regional - 4 points Division / Provincial - 3 points District / Municipal - 2 points School / Barangay - 1 point	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. 6. Outreach Activity (5 points)	✓ Copy of the approved
<ul> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements         <ul> <li>Proponent/organizer - 5 points</li> <li>Member - 2.5 points</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<ul> <li>7. Networking/Linkages (5 points)         <ul> <li>Initiated resource generation projects and/or programs that will benefit the school Proponent/organizer - 5 points Member - 2.5 points</li> <li><i>Note:</i></li></ul></li></ul>	<ul> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>

8. Other Meritorious Accomplishments specific to	Ι
the position	

#### 8.1 Conducted Division Library Hub/School Library Activities (10 points)

6 activities conducted	10 pts.
5 activities conducted	8 pts.
4 activities conducted	6 pts
3 activities conducted	4 pts.
2 activities conducted	2 pts.
1 activity conducted	1 pt.

#### LIBRARY HUB ACTIVITIES

Updated the Bulletin Board/ Information Board to promote Division Library Hub/School Library and Information Services Conducted Orientation on the use of the Division Library Hub/School Library and its services for students and teachers. Conducted regular activities that promote Division Library Hub/School Library and information services. Conducted classroom visits to promote Division Library Hub/School Library and information services. Used various platforms to promote Division Library Hub/School Library and information services. Prepared annual implementation plan on Division Library Hub/School Library operations.

## 8.2 Division Library Hub/School Library Management (15 points)

Presence of 15 or more items	15 pts.
Presence of 12-14 items	13 pts.
Presence of 9-11 items	11 pts
Presence of 6-8 items	9 pts
Presence of 3-5 items or less	7 pts.
Presence of 1-2 items	5 pts.
Presence of 1-2 items	5 pts.

- ✓ Memorandum / Issuances
- ACR with complete attachments
   Other applicable proofs (e.g. Pictures of bulletin boards, copy of the AIP, etc.)

- ✓ Actual documents of the records management
- Physical Management to be observed / inspected in the Division
- ✓ Library Hub/School Library Pictorials

PHYSICAL / RECORDS MANAGEMENT	
Division Library Hub/School Library Policy	
Division Library Hub/School Library Development Plan	
Staff Development Plan	
Collection Development Policy / Plan	
Retention Program / Policy	
Division Library Hub/School Library holdings inventory	
(purchased, acquired through donations, disposed /	
donated, repaired, lost, etc. )	
Division Library Hub/School Library financial report	
Division Library Hub/School Library system flow chart	
Division Library Hub/School Library schedule/ Division	
Library Hub/School Library handbook	
Appropriate and functional furniture	
Proper lighting and ventilation	
Transaction records	
Division Library Hub/School Library Maintenance	
Division Library Hub/School Library users logbook	
Adequate space	]
Accession records	
Vertical files	
CoVid19 safety measures	
C. Education & Learning and Development (10 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	<ul> <li>✓ Certificate of Completion of</li> </ul>
for Doctorate/Doctor's Degree	
Earned at least 18 Doctorate/ - 4 points	Academic Requirements / Certification of Units Earned
Doctor's Degree units	Certification of Units Earned
<ul> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> </ul>	
Complete Academic Requirements - 3 points	
for Master's Degree	
<ul> <li>Earned at least 18 MA Units</li> <li>- 2.5 points</li> </ul>	
2. Learning and Development (5 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 5 points	
🔸 Regional 🛛 – 4 points	
Regional - 4 points	
Division	
Image: A point of the provided with the provided w	
Division	
Image: Division- 3 pointsDistrict- 2 pointsSchool- 1 point	
Image: A point of the provided with the provided w	

<i>exceed the allotted points for the criterion.</i> <i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i> <i>from the cut-off date set by the Regional</i> <i>PRAISE committee.</i>		
D. Potential (5 points)		
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist	
Communication skills	& Rating Sheet	
Ability to present ideas		
🕌 Alertness		
🔱 Judgment		
🖊 Stress Tolerance		

## SEARCH FOR MOST OUTSTANDING REGISTRAR

Name of Nominee_	 SDO/School: _
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
<ul> <li>A. Performance (35 points)         <ol> <li>Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li>Point/s Earned</li></ol></li></ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul></li></ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
2. Innovations (5 points)• Adopted in the region/division- 5 points• Adopted in the district- 4 points• Fully implemented in the school- 3 points• Started the implementation- 2 points• Conceptualized- 1 point	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office namineed)</li> </ul>	
Note: a. For group/team innovations, point/s earned will be divided by the number of innovators. b. Points earned are cumulative but not to exceed the allotted points for the criterion.	nominees) ✓ Certificate/Certification signed by the SDS (for division, district, and school	

	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (5 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	manuscript of the
the DO Research Team (3 points)	implemented / conducted
<ul> <li>Regional/Division Level - 3 points</li> </ul>	Research and Development
District Level - 2 points	Project duly approved by the
School Level     - 1 point	SDS
	✓ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
b. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
International - 2 points	Letter
<ul> <li>National - 1.75 points</li> </ul>	
Regional - 1.50 points	
<ul> <li>Division - 1.25 points</li> </ul>	Certificate of Recognition as a Research Presenter
<ul> <li>School - 1 point</li> </ul>	a Research Presenter
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> </ul>
Co-authorship of a book - 5 points will	-
be divided by	<ul> <li>Certificate of Recognition</li> </ul>
the number of	
authors	
Article published in a journal/ - 1 point per newspaper/ magazine of wide article but not	
circulation not to exceed	
4 points	
Writer of LRs - 4 points	
Co-Writer of LRs     - 4 points will     be divided by	
be divided by the number of	
writers	
Member of the Development/ - 0.5 point in	
Quality Assurance team (Content each LR but	
Reviewer, Language Editor, not to exceed	
Layout Artist, or Illustrator) of the 3 points Learning Resources	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	

5. Consultant/Resource Speaker/Learning Facilitator/Trainer (5 points) • International/National - 5 points • Regional - 4 points • Division / Provincial - 3 points • District / Municipal - 2 points • School / Barangay - 1 point <i>Note:</i> a. Points earned are cumulative but not to exceed the allotted points for the criterion.	<ul> <li>✓ Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<ul> <li>6. Outreach Activity (3 points)</li> <li>Sponsored/conducted community-based feeding program, medical/dental missions, tree planting, clean-up drives, and other community development activities or civic engagements         <ul> <li>Proponent/organizer - 3 points</li> <li>Member - 1 point</li> </ul> </li> <li>Note:         <ul> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> </ul>
<b>7.</b> Other Mentonious Accomplisionents specific to the position <b>7.1 Customer Satisfaction Survey Rating</b> (7 points) Point/s Earned = (average of the ratings/5) x 7	<ul> <li>Customer Satisfaction</li> <li>Survey Results (for 4 quarters of 2019 &amp; 2020) duly certified by</li> <li>SDS</li> <li>Customer Feedback/</li> <li>Appreciation (1 per quarter) –</li> <li>Optional</li> </ul>
<ul> <li>7.2 Linkages and Network (5 points) Each descriptor warrants the candidate 1.25 points. <ol> <li>Established Records Management</li> <li>Improvement Committee in the School</li> <li>Followed DMOS in communication and correspondence.</li> <li>Facilitated smooth communication with Regional Records Office by maintaining accessibility through different means: email,</li> </ol></li></ul>	<ul> <li>✓ Memorandum</li> <li>✓ Policy Guidelines</li> <li>✓ Notice of Meetings/ Minutes of Meeting</li> <li>✓ Sample Correspondences verified by Regional Records</li> <li>✓ Activity Completion Report</li> </ul>

phone, and messenger.	
4. Attended meetings and convergences at	
the District, Division, and Regional Level	
7.3 Involvement in Office Activities (5 points)	✓ Memorandum
	✓ Certificate of Recognition
Program Director - 5 points	✓ Program
Chairperson of Working Committee - 4 points	✓ Photos of the Event/
Program Host/ Script Writer - 3 points	Activity
Member of TWG - 2 points	
Participant/Attendee - 1 point	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
for Doctorate/Doctor's Degree <ul> <li>Earned at least 18 Doctorate/ - 4 points</li> </ul>	Academic Requirements /
<ul> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> </ul>	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
Laws (Juris Doctor)	
Complete Academic Requirements - 3 points	
for Master's Degree	
Earned at least 18 MA Units - 2.5 points 2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	
Activities (such as trainings, seminars,	issued by DepEd or other
-	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
<ul> <li>Regional</li> <li>8 points</li> </ul>	
<ul> <li>Division</li> <li>G points</li> </ul>	
↓ District - 4 points	
↓ School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
<i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i>	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> </ul>	
	& Rating Sheet
<ul> <li>Ability to present ideas</li> <li>Alertness</li> </ul>	
Judgment	
Stress Tolerance	

## SEARCH FOR MOST OUTSTANDING PLANNING OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 35</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
<i>the allotted points for the criterion.</i> <i>b. For same awards received in a calendar year,</i> <i>points earned shall be based on the award</i> <i>received in the highest governance level.</i> <i>Otherwise, points earned are cumulative.</i>		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for</li> </ul>	
<i>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</i>	division, district, and school	

	nominees) or RD (for
	Regional Office nominees)
3. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer (5 points)	Appreciation as Consultant/
	Resource Speaker/ Learning
<ul> <li>International/National - 5 points</li> </ul>	Facilitator/ Trainer issued by
Regional - 4 points	DepEd or other
Division / Provincial - 3 points	agencies/organizations
District / Municipal - 2 points	sanctioned by DepEd
• School / Barangay - 1 point	
Note:	
a. Points earned are cumulative but no	nt to
exceed the allotted points for the cri	
4. Other Meritorious Accomplishments speci	
the position	
-	
4.1 Membership in the Technical Working G	iroup 🗸 Regional Memo/Division
(5 points)	Memo/Special
	Order/Certificates
<ul> <li>International / National - 5 points</li> </ul>	
• Regional - 4 points	
<ul> <li>Division / Provincial - 3 points</li> </ul>	
• District / Municipal - 2 points	5
<ul> <li>School / Barangay</li> <li>- 1 point</li> </ul>	
4.2 Compliance with Reporting Requirement	
(25 points)	
Submission of Report to Central Office	e and 🗸 Certified Status of
other oversight agencies (5 points)	Submission at PPRD
<ul> <li>Teacher Deployment Repo</li> </ul>	rt
• Submitted all required reports - 5	points
3 days before the deadline	
-	points
2 days before the deadline	
-	points
1 day before the deadline	
• Submitted all required reports - 2	points
on the deadline	
PMIS Updating Status (5 points)	
	✓ Certified Status of
<ul> <li>Quarters 1-4 Completed - 5 point:</li> </ul>	Submission at PPRD
• Quarters 1-4 Completed - 5 point	>

<ul> <li>Quarters 1-3 Completed - 4 points</li> <li>Quarters 1-2 Completed - 3 points</li> <li>Quarter 1 Completed - 2 points</li> </ul>	
Submission of Reports to the Regional Office (5 points)	<ul> <li>✓ Certified Status of Submission at PPRD</li> </ul>
<ul> <li>✓ Budget Proposal and Physical</li> <li>Plan (BED2)</li> </ul>	
<ul> <li>Complete and accurate - 5 points (submitted 3 days or earlier before the scheduled submission date)</li> </ul>	
<ul> <li>Complete and accurate - 4 points (submitted 2 days before the scheduled submission date)</li> </ul>	
<ul> <li>Complete and accurate - 3 points (submitted 1 day before the scheduled submission date)</li> </ul>	
<ul> <li>Complete and accurate - 2 points (submitted on the scheduled submission date)</li> </ul>	
LIS Updating Rate of Accomplishment (5 points)	<ul> <li>✓ Certified Status of EOSY and BOSY at PPRD</li> </ul>
<ul> <li>EOSY and BOSY of 100% - 5 points</li> <li>EOSY and BOSY of 95-99% - 4 points</li> <li>EOSY and BOSY of 90-94% - 3 points</li> <li>EOSY and BOSY of 85-89% - 2 points</li> <li>EOSY and BOSY of 84% and - 1 point below</li> </ul>	
<ul> <li>Attendance to Regional Call-Ups (5 points)</li> <li>100% Attendance - 5 points</li> <li>90-99 % Attendance - 4 points</li> </ul>	<ul> <li>✓ Certified Report of Attendance at PPRD</li> </ul>

80-89% Attendance - 3 points	
<ul> <li>70-79% Attendance - 2 points</li> </ul>	
60-69% Attendance - 1 point	
C. Education & Learning and Development (15 points)	
<ul> <li>1. Education (5 points)         <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> </ul> </li> <li>Earned at least 18 Doctorate/         <ul> <li>- 4 points</li> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> </ul> </li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>Earned at least 18 MA Units - 2.5 points</li> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
<ul> <li>International/National - 10 points</li> <li>Regional - 8 points</li> <li>Division - 6 points</li> <li>District - 4 points</li> <li>School - 2 points</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>Potential/Interview Checklist</li> <li>&amp; Rating Sheet</li> </ul>

## SEARCH FOR MOST OUTSTANDING INFORMATION TECHNOLOGY OFFICER

Name of Nominee_	SDO: _	
Position:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (25 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 25</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (55 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (15 points) <ul> <li>National Awardee</li> <li>15 points</li> <li>Nomination in the Department/</li> <li>12 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>9 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>6 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul></li></ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (30 points) <ul> <li>Adopted in the region/division - 30 points</li> <li>Adopted in the district - 24 points</li> <li>Fully implemented in the school - 18 points</li> <li>Started the implementation - 12 points</li> <li>Conceptualized - 6 points</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

the allotted points for the criterion. 3. Consultant/Resource Speaker/Learning Facilitator/Trainer (10 points)	nominees) or RD (for Regional Office nominees)
<ul> <li>International/National - 10 points</li> <li>Regional - 8 points</li> <li>Division / Provincial - 6 points</li> <li>District / Municipal - 4 points</li> <li>School / Barangay - 2 points</li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	<ul> <li>Transcript of Records</li> <li>Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>International/National - 10 points</li> <li>Regional - 8 points</li> <li>Division - 6 points</li> <li>District - 4 points</li> <li>School - 2 points</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to</li> </ul>	issued by DepEd or other agencies/organizations sanctioned by DepEd
<i>exceed the allotted points for the criterion.</i> <i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i> <i>from the cut-off date set by the Regional</i> <i>PRAISE committee.</i>	

D. Potential (5 points)		
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

## SEARCH FOR MOST OUTSTANDING ENGINEER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the District/</li> <li>Awardee in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

3. Publica • •	<b>tion / Authorship (5 points)</b> Sole authorship of a book Co-authorship of a book Article published in a journal/	<ul> <li>5 points</li> <li>5 points will</li> <li>be divided by</li> <li>the number of</li> <li>authors</li> <li>1 point per</li> </ul>	✓ ✓	nominees) or RD (for Regional Office nominees) Copy of the published book/ learning resources/articles Certificate of Recognition	
	newspaper/ magazine of wide circulation	article but not not to exceed 4 points			
•	Writer of LRs Co-Writer of LRs	<ul> <li>4 points</li> <li>4 points will</li> <li>be divided by</li> <li>the number of</li> <li>writers</li> </ul>			
•	Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources	- 0.5 point in each LR but not to exceed 3 points			
	Note:				
	a. Points earned are cumulative	e but not to			
	exceed the allotted points for	r the criterion.			
	tant/Resource Speaker/Learn r/Trainer (5 points)	ning	~	Certificate of Recognition/ Appreciation as Consultant/	
•	International/National - 5 pc	nints		Resource Speaker/ Learning	
•	Regional - 4 po			Facilitator/ Trainer issued by DepEd or other	
•	Division / Provincial - 3 pc			agencies/organizations	
•				sanctioned by DepEd	
•	<ul> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point</li> </ul>			5	
•	School / Barangay - 1 pc <i>Note:</i>	אוונ			
	note. a. Points earned are cumulative	but not to			
	exceed the allotted points for				
5. Other the posit	Meritorious Accomplishment	ts specific to			
-					
	mpletion of required Progra	m of Work	✓	Approved Program of Work	
	) pts)				
	<b>) pts)</b> Complete and accurate submitted before deadline	- 10 points			
	Complete and accurate	- 10 points - 5 points			

5.2 Submission of Reports (10 pts)		~	Transmittal	
a 100% of required reports	10 points			
<ul> <li>100% of required reports submitted before deadline</li> </ul>	- 10 points			
	Enginte			
<ul> <li>100% of required reports</li> </ul>	- 5 points			
submitted on deadline				
C. Education & Learning and Development	t (15 points)			
1. Education (5 points)				
Doctorate/Doctor's Degree	- 5 points	$\checkmark$	Transcript of Records	
Complete Academic Requirements	- 4.5 points	$\checkmark$	Certificate of Completion of	
for Doctorate/Doctor's Degree Earned at least 18 Doctorate/	- 4 points		Academic Requirements /	
Doctor's Degree units	- 4 points		Certification of Units Earned	
Master's Degree / Bachelor of	- 3.5 points			
Laws (Juris Doctor)	·			
Complete Academic Requirements	- 3 points			
for Master's Degree				
Earned at least 18 MA Units	- 2.5 points			
2. Learning and Development (10 point	ts)	✓	Certificate of Participation	
<ul> <li>Participation to Learning and Deve</li> </ul>			issued by DepEd or other	
Activities (such as trainings, semin	•		agencies/organizations	
workshops, conferences, fora, etc.)			sanctioned by DepEd	
	, ,		suffectioned by Depla	
International/National	- 10 points			
🔸 Regional	- 8 points			
4 Division	- 6 points			
4 District	- 4 points			
4 School	- 2 points			
	-			
Note:				
a. Points earned are cumulative l	but not to			
exceed the allotted points for				
b. Validity of the learning and de				
activities shall be within the las	,			
from the cut-off date set by the	-			
PRAISE committee.				
D. Potential (5 points)				
✓ Interview and essay shall be conducted	ed	√	Potential/Interview Checklist	
Communication skills			& Rating Sheet	
Ability to present ideas				
↓ Alertness				
Judgment				
<ul> <li>Stress Tolerance</li> </ul>				
Stress I olerance				

## SEARCH FOR MOST OUTSTANDING PROJECT DEVELOPMENT OFFICER

Name of Nominee_	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (35 points)		
1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above) <b>Point/s Earned</b> = (Average of the Two IPCRF Ratings / 5) x 35	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (50 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (10 points) <ul> <li>Adopted in the region/division - 10 points</li> <li>Adopted in the district - 8 points</li> <li>Fully implemented in the school - 6 points</li> <li>Started the implementation - 4 points</li> <li>Conceptualized - 2 points</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

			nominees) or RD (for	
			Regional Office nominees)	
3. Research and Development Project	ts (10 points)	$\checkmark$	Copy of the complete	
3.1 Conducted basic/action research	n approved by		manuscript of the	
the DO Research Team (5 points)			implemented / conducted	
Regional/Division Level - 5	points		Research and Development	
	points		Project duly approved by the	
School Level - 1	point		SDS	
		$\checkmark$	Certification from the SDO	
Note:			Research Committee on the	
a. For group/team research, poir			scope of the Research Locale	
be divided by the number of re			as to where it was conducted	
b. Points earned are cumulative				
exceed the allotted points for a	the criterion.			
3.2 Presented a research paper (5 pc	pints)	~	Memorandum / Invitation	
<ul> <li>International - 5 poi</li> </ul>			Letter	
National - 4 point	ints	$\checkmark$	Certificate of Appreciation /	
• Regional - 3 po	ints		Certificate of Recognition as	
Division - 2 po	ints		a Research Presenter	
School - 1 po	int			
4. Publication / Authorship (5 points)		$\checkmark$	Copy of the published book/	
Sole authorship of a book	- 5 points		learning resources/articles	
Co-authorship of a book	- 5 points will be divided by the number of	✓	Certificate of Recognition	
	authors			
Article published in a journal/	- 1 point per			
newspaper/ magazine of wide	article but not			
circulation	not to exceed 4 points			
Writer of LRs	- 4 points			
Co-Writer of LRs	- 4 points will			
	be divided by			
	the number of writers			
Member of the Development/	- 0.5 point in			
Quality Assurance team (Content	each LR but			
Reviewer, Language Editor,	not to exceed			
Layout Artist, or Illustrator) of the Learning Resources	3 points			
Note:				
a. Points earned are cumulativ				
exceed the allotted points for	or the criterion.			
5. Consultant/Resource Speaker/Lear	ning	$\checkmark$	Certificate of Recognition/	
Facilitator/Trainer (10 points)			Appreciation as Consultant/	
		1	Resource Speaker/ Learning	

International/National - 10 points	Facilitator/ Trainer issued by
Regional - 8 points	DepEd or other
<ul> <li>Division / Provincial - 6 points</li> </ul>	agencies/organizations
District / Municipal - 4 points	sanctioned by DepEd
<ul> <li>School / Barangay - 2 points</li> </ul>	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
6. Other Meritorious Accomplishments specific to the position	
6.1 Provided Technical Assistance (TA) to	✓ TA plan
identified priority schools (5 points)	✓ Deployment report log
• • • • •	✓ TA report
• 95% - 100% of the - 5 points	
identified priority schools	
were provided with TA	
within the quarter	
• 90% - 94% of the - 4 points	
identified priority schools	
were provided with TA	
within the quarter	
• 85% - 89% of the - 3 points	
identified priority schools	
were provided with TA	
within the quarter	
• 80% - 84% of the - 2 points	
identified priority schools	
were provided with TA	
within the quarter	
• 79% - 75% of the - 1 point	
identified priority schools	
were provided with TA	
within the quarter	
6.2 Designed capacity building activities based on identified learning needs (5 points)	$\checkmark$ Copy of the approved
on identified learning fleeds (5 points)	Program Design
• Designed and implemented - 5 points	$\checkmark$ Copy of the report on the
5 capacity building activities	identified learning
based on identified learning	needs/gaps/research-based
needs	data addressed by the
<ul> <li>Designed and implemented - 4 points</li> </ul>	capacity building activity
4 capacity building activities	<ul> <li>Activity Completion Report</li> </ul>
based on identified learning	(ACR)
hased on identified learning	✓ M & E results

<ul> <li>Designed and implemented - 3 points 3 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 2 points 2 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 1 point 1 capacity building activity based on identified learning needs</li> </ul>	
C. Education & Learning and Development (15 points)	
<ul> <li>1. Education (5 points)         <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> <li>4.5 points</li> <li>Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> <li>4 points</li> <li>Doctor's Degree units</li> <li>Master's Degree / Bachelor of</li> <li>Complete Academic Requirements</li> <li>3.5 points</li> <li>Laws (Juris Doctor)</li> <li>Complete Academic Requirements</li> <li>3 points</li> <li>for Master's Degree</li> <li>Earned at least 18 MA Units</li> <li>2.5 points</li> </ul> </li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (10 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 10 points</li> <li>↓ Regional - 8 points</li> <li>↓ Division - 6 points</li> <li>↓ Division - 6 points</li> <li>↓ District - 4 points</li> <li>↓ School - 2 points</li> <li><i>Note:</i></li> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.</li> </ul>	<ul> <li>✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> </ul>
D. Potential (5 points) ✓ Interview and essay shall be conducted ↓ Communication skills ↓ Ability to present ideas ↓ Alertness ↓ Judgment ↓ Stress Tolerance	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>

## SEARCH FOR MOST OUTSTANDING SENIOR EDUCATION PROGRAM SPECIALIST

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(45 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (10 points)         <ul> <li>National Awardee</li> <li>10 points</li> <li>Nomination in the Department/</li> <li>7 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>4 points Awardee in the Division</li> <li>Nomination in the Division</li> <li>1 point</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level.</li> <li>Otherwise, points earned are cumulative.</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
<ul> <li>2. Innovations (5 points)         <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note:         <ul> <li>For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> </ul>	

	ation / Authorship (5 points)		$\checkmark$	Copy of the published book/	
•	Sole authorship of a book	- 5 points		learning resources/articles	
•	Co-authorship of a book	- 5 points will	$\checkmark$	Certificate of Recognition	
		be divided by the number of		5	
		authors			
•	Article published in a journal/	- 1 point per			
	newspaper/ magazine of wide	article but not			
	circulation	not to exceed			
		4 points			
•	Writer of LRs Co-Writer of LRs	- 4 points - 4 points will			
•	CO-WITTER OF LISS	be divided by			
		the number of			
		writers			
•	Member of the Development/	- 0.5 point in			
	Quality Assurance team (Content	each LR but			
	Reviewer, Language Editor, Layout Artist, or Illustrator) of the	not to exceed 3 points			
	Learning Resources	5 points			
	Note:				
	a. Points earned are cumulative	e but not to			
	exceed the allotted points fo	r the criterion.			
4. Consu	Itant/Resource Speaker/Learr	ning	$\checkmark$	Certificate of Recognition/	
Facilitato	pr/Trainer (5 points)			Appreciation as Consultant/	
	-			Resource Speaker/ Learning	
•	International/National - 5 pc	oints			
	, , ,	01113		Facilitator/ Trainer issued by	
•		oints		Facilitator/ Trainer issued by DepEd or other	
•	Regional - 4 p	oints		-	
•	Regional - 4 p Division / Provincial - 3 po	oints oints		DepEd or other	
•	Regional- 4 pDivision / Provincial- 3 poDistrict / Municipal- 2 po	oints oints oints		DepEd or other agencies/organizations	
• • •	Regional- 4 pDivision / Provincial- 3 poDistrict / Municipal- 2 poSchool / Barangay- 1 po	oints oints oints		DepEd or other agencies/organizations	
• • •	Regional- 4 pDivision / Provincial- 3 pcDistrict / Municipal- 2 pcSchool / Barangay- 1 pcNote:- 2 pc	oints oints oints oint		DepEd or other agencies/organizations	
• • •	Regional- 4 pDivision / Provincial- 3 poDistrict / Municipal- 2 poSchool / Barangay- 1 poNote:-a. Points earned are cumulative	oints oints oints oint e <i>but not to</i>		DepEd or other agencies/organizations	
•	Regional- 4 pDivision / Provincial- 3 pcDistrict / Municipal- 2 pcSchool / Barangay- 1 pcNote:-a. Points earned are cumulative exceed the allotted points for	oints oints oints oint e <i>but not to</i>		DepEd or other agencies/organizations sanctioned by DepEd	
• • • • •	Regional- 4 pDivision / Provincial- 3 poDistrict / Municipal- 2 poSchool / Barangay- 1 poNote:- 2 poa. Points earned are cumulativeexceed the allotted points foreach Activity (5 points)	oints oints oints oint <i>e but not to</i> or the criterion.	×	DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved	
5. Outre	Regional- 4 pDivision / Provincial- 3 pcDistrict / Municipal- 2 pcSchool / Barangay- 1 pcNote:-a. Points earned are cumulative exceed the allotted points forexceed the allotted points forsponsored/conducted comm	oints oints oints oint <i>e but not to</i> o <u>r the criterion.</u> ounity-based		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal	
• • • • 5. Outre	Regional- 4 pDivision / Provincial- 3 pcDistrict / Municipal- 2 pcSchool / Barangay- 1 pcNote:- 2 pca. Points earned are cumulativeexceed the allotted points forexceed the allotted points forsponsored/conducted commfeeding program, medical/de	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ontal missions,	✓ ✓	DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment	
• • • 5. Outre	Regional- 4 pDivision / Provincial- 3 pdDistrict / Municipal- 2 pdSchool / Barangay- 1 pdNote:- 2 pda. Points earned are cumulative exceed the allotted points forexceed the allotted points forcach Activity (5 points)Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives	oints oints oints oint <i>e but not to</i> or the criterion. ounity-based ental missions, s, and other		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent	
• • • 5. Outre •	Regional- 4 pDivision / Provincial- 3 pcDistrict / Municipal- 2 pcSchool / Barangay- 1 pcNote:- 2 pca. Points earned are cumulativeexceed the allotted points forexceed the allotted points forsponsored/conducted commfeeding program, medical/detree planting, clean-up drivescommunity development activity	oints oints oints oint <i>e but not to</i> or the criterion. ounity-based ental missions, s, and other		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has	
• • • 5. Outre	Regional- 4 pDivision / Provincial- 3 pdDistrict / Municipal- 2 pdSchool / Barangay- 1 pdNote:- 2 pda. Points earned are cumulative exceed the allotted points forexceed the allotted points forcach Activity (5 points)Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development acti engagements	oints oints oints oint bint <i>e but not to</i> or the criterion. ounity-based ontal missions, s, and other ivities or civic		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently	
• • • 5. Outre	Regional       - 4 p         Division / Provincial       - 3 pc         District / Municipal       - 2 pc         School / Barangay       - 1 pc         Note:       -         a. Points earned are cumulative exceed the allotted points for         exceed the allotted points for         school / Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development active engagements         ✓       Proponent/organizer	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ental missions, s, and other ivities or civic - 5 points		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has	
• • • 5. Outre •	Regional- 4 pDivision / Provincial- 3 pdDistrict / Municipal- 2 pdSchool / Barangay- 1 pdNote:- 2 pda. Points earned are cumulative exceed the allotted points forexceed the allotted points forcach Activity (5 points)Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development acti engagements	oints oints oints oint bint <i>e but not to</i> or the criterion. ounity-based ontal missions, s, and other ivities or civic		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently	
• • • 5. Outre	Regional       - 4 p         Division / Provincial       - 3 pc         District / Municipal       - 2 pc         School / Barangay       - 1 pc         Note:       -         a. Points earned are cumulative exceed the allotted points for         exceed the allotted points for         school / Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development active engagements         ✓       Proponent/organizer	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ental missions, s, and other ivities or civic - 5 points		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or	
• • • 5. Outre •	Regional       - 4 p         Division / Provincial       - 3 pc         District / Municipal       - 2 pc         School / Barangay       - 1 pc         Note:       -         a. Points earned are cumulative exceed the allotted points for         exceed the allotted points for         school / Sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development active engagements         ✓       Proponent/organizer	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ental missions, s, and other ivities or civic - 5 points		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service	
• • 5. Outre •	Regional       - 4 p         Division / Provincial       - 3 pc         District / Municipal       - 2 pc         School / Barangay       - 1 pc         Note:       -         a. Points earned are cumulative exceed the allotted points for         exceed the allotted points for         sponsored/conducted comm feeding program, medical/de tree planting, clean-up drives community development actiengagements         ✓       Proponent/organizer         ✓       Member	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ontal missions, and other ivities or civic - 5 points - 2.5 points		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome)	
5. Outre	Regional       - 4 p         Division / Provincial       - 3 pd         District / Municipal       - 2 pd         School / Barangay       - 1 pd         Note:       -         a. Points earned are cumulative exceed the allotted points for         exceed the allotted points for         each Activity (5 points)         Sponsored/conducted comm         feeding program, medical/de         tree planting, clean-up drives         community development action         engagements         ✓       Proponent/organizer         ✓       Member	oints oints oints oint <i>e but not to</i> <i>or the criterion.</i> ounity-based ontal missions, s, and other ivities or civic - 5 points - 2.5 points <i>e but not to</i>		DepEd or other agencies/organizations sanctioned by DepEd Copy of the approved proposal Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial,	

6. Other Meritorious Accomplishments specific the position	to
<ul> <li>6.1 Conducted basic/action research approver by the DO Research Team (5 points)</li> <li>Finished basic/action research - 5 pointer - 5 pointer - 5 pointer - 4 pointer - 5 point</li></ul>	(attach copy of the finished action/basic research) ∧ Certification signed by the SDS/ASDS specifying the extent of the implementation (attach copy of the approved
6.2 Provided Technical Assistance (TA) to identified priority schools (5 points)	<ul><li>✓ TA plan</li><li>✓ Deployment report log</li></ul>
<ul> <li>95% - 100% of the - 5 poir identified priority schools were provided with TA within the quarter</li> <li>90% - 94% of the - 4 poir identified priority schools</li> </ul>	
<ul> <li>were provided with TA within the quarter</li> <li>85% - 89% of the - 3 poir identified priority schools were provided with TA</li> </ul>	its
<ul> <li>within the quarter</li> <li>80% - 84% of the - 2 poir identified priority schools were provided with TA</li> </ul>	its
<ul> <li>within the quarter</li> <li>79% - 75% of the - 1 poir identified priority schools were provided with TA within the quarter</li> </ul>	it

<ul> <li>6.3 Designed capacity building activities based on identified learning needs (5 points)</li> <li>Designed and implemented - 5 points 5 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 4 points 4 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 3 points 3 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 3 points 3 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 2 points 2 capacity building activities based on identified learning needs</li> <li>Designed and implemented - 1 point 1 capacity building activity based on identified learning needs</li> </ul>	<ul> <li>Copy of the approved Program Design</li> <li>Copy of the report on the identified learning needs/gaps/research-based data addressed by the capacity building activity</li> <li>Activity Completion Report (ACR) M &amp; E results</li> </ul>
C. Education & Learning and Development (10 points)	
<ul> <li>1. Education (5 points) <ul> <li>Doctorate/Doctor's Degree</li> <li>Complete Academic Requirements for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/</li> <li>Master's Degree units</li> <li>Master's Degree / Bachelor of Laws (Juris Doctor)</li> <li>Complete Academic Requirements for Master's Degree</li> <li>Earned at least 18 MA Units</li> <li>2.5 points</li> </ul> </li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>2. Learning and Development (5 points)</li> <li>✓ Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> <li>↓ International/National - 5 points</li> <li>↓ Regional - 4 points</li> <li>↓ Division - 3 points</li> <li>↓ District - 2 points</li> <li>↓ School - 1 point</li> </ul>	✓ Certificate of Participation issued by DepEd or other agencies/organizations sanctioned by DepEd

Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. Validity of the learning and development activities shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
D. Potential (5 points)		
<ul> <li>✓ Interview and essay shall be conducted</li> <li>↓ Communication skills</li> <li>↓ Ability to present ideas</li> <li>↓ Alertness</li> <li>↓ Judgment</li> <li>↓ Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

#### SEARCH FOR MOST OUTSTANDING EDUCATION PROGRAM SPECIALIST

Name of Nominee_	 SDO/FD:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b></li> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>S points</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul></li></ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (10 points) <ul> <li>Adopted in the region/division - 10 points</li> <li>Adopted in the district - 8 points</li> <li>Fully implemented - 6 points</li> <li>Started the implementation - 4 points</li> <li>Conceptualized - 2 points</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division nominees) or RD (for Regional Office nominees)</li> </ul>	

<ul> <li>3. Research and Development Projects (10 points)</li> <li>3.1 Conducted basic/action research approved by the DO Research Team (5 points)</li> <li>Regional/Division Level - 5 points</li> <li>District Level - 3 points</li> </ul> Note: <ul> <li>a. For group/team research, point/s earned will be divided by the number of researchers.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul>	<ul> <li>✓ Copy of the complete manuscript of the implemented / conducted Research and Development Project duly approved by the SDS</li> <li>✓ Certification from the SDO Research Committee on the scope of the Research Locale as to where it was conducted</li> </ul>
<ul> <li>3.2 Presented a research paper (5 points)</li> <li>International - 5 points</li> <li>National - 4 points</li> <li>Regional - 3 points</li> <li>Division - 2 points</li> </ul>	<ul> <li>✓ Memorandum / Invitation Letter</li> <li>✓ Certificate of Appreciation / Certificate of Recognition as a Research Presenter</li> </ul>
<ul> <li>4. Publication / Authorship (5 points)         <ul> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Sole authorship of a book</li> <li>Sole authorship of a book</li> <li>Co-authorship of a book</li> <li>Spoints will be divided by the number of authors</li> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>Writer of LRs</li> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Co-Writer of LRs</li> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources</li> </ul> </li> <li>Note:         <ul> <li>Article particular earned are cumulative but not to</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the published book/ learning resources/articles</li> <li>✓ Certificate of Recognition</li> </ul>
exceed the allotted points for the criterion.	
5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
Facilitator/Trainer/Webinar Moderator/Host/Co-	Appreciation as Consultant/
host (10 points)	Resource Speaker/ Learning Facilitator/ Trainer issued by
<ul> <li>International/National - 10 points</li> </ul>	DepEd or other
Regional - 8 points	

Division / Provincial - 6 points	agencies/organizations
District / Municipal - 4 points	sanctioned by DepEd
<ul> <li>School / Barangay - 2 points</li> </ul>	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
for Doctorate/Doctor's Degree	Academic Requirements /
Earned at least 18 Doctorate/ - 4 points     Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
Laws (Juris Doctor)	
Complete Academic Requirements - 3 points	
<ul> <li>for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
🖊 International/National - 10 points	
🖊 Regional - 8 points	
🖊 Division - 6 points	
🖊 District - 4 points	
🔸 School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
<ul> <li>Interview and essay shall be conducted</li> </ul>	✓ Potential/Interview Checklist
Communication skills	& Rating Sheet
Ability to present ideas	
🖊 Alertness	
🖊 Judgment	
🖊 Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING NURSE

Name of Nominee_	 SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (45 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 45</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
B. Outstanding/Meritorious Accomplishments (35 points) * Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

				nominees) or RD (for	
				Regional Office nominees)	
3. Public	ation / Authorship (5 poin	ts)	$\checkmark$	Copy of the published book/	
•	Sole authorship of a book	- 5 points		learning resources/articles	
•	Co-authorship of a book	- 5 points will be divided by the number of authors	<b>v</b>	Certificate of Recognition	
•	Article published in a journal/ newspaper/ magazine of wide circulation	- 1 point per article but not not to exceed 4 points			
•	Writer of LRs	- 4 points			
•	Co-Writer of LRs	- 4 points will be divided by the number of writers			
•	Member of the Development/ Quality Assurance team (Conter Reviewer, Language Editor, Layout Artist, or Illustrator) of th Learning Resources	not to exceed			
	Note:				
	a. Points earned are cumula	ntive but not to			
	exceed the allotted point.	s for the criterion.			
4. Consu	Itant/Resource Speaker/Le		✓	Certificate of Recognition/	
	Itant/Resource Speaker/Le or/Trainer (5 points) International/National - Regional - Division / Provincial - District / Municipal -	parning 5 points 4 points 3 points 2 points 1 point 1 point	v	Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • 5. Other	Itant/Resource Speaker/Legor/Trainer (5 points)         International/National         International/National         Regional         Division / Provincial         Division / Provincial         District / Municipal         School / Barangay         Note:         a. Points earned are cumulated and the allotted point.         Meritorious Accomplishmedia	earning 5 points 4 points 3 points 2 points 1 point 1 point 1 <i>point</i>	✓ ✓	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • •	Itant/Resource Speaker/Legor/Trainer (5 points)         International/National         International/National         Regional         Division / Provincial         Division / Provincial         District / Municipal         School / Barangay         Note:         a. Points earned are cumulated and the allotted point.         Meritorious Accomplishmedia	earning 5 points 4 points 3 points 2 points 1 point 1 point 1 <i>point</i>	✓	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • • 5. Other the posi 5.1 A un fla an	Itant/Resource Speaker/Legor/Trainer (5 points)         International/National         International/National         Regional         Division / Provincial         Division / Provincial         District / Municipal         School / Barangay         Note:         a. Points earned are cumulated and the allotted point.         Meritorious Accomplishmedia	earning 5 points 4 points 3 points 2 points 1 point 1	✓ ✓ ✓ ✓ ✓	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • • 5. Other the posi 5.1 A un fla an	Itant/Resource Speaker/Le or/Trainer (5 points) International/National - Regional - Division / Provincial - District / Municipal - School / Barangay - <i>Note:</i> <i>a. Points earned are cumula</i> <i>exceed the allotted point.</i> Meritorious Accomplishm tion ssisted in the Division Initian dertaken in the implement agship programs under the boom of the points of the points of the points of the points of the point of the points of the point of the points of the points of the point of th	earning 5 points 4 points 3 points 2 points 1 point 1	4 4 4	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd Memorandum Activity Completion Report Screenshots/Pictures/Videos Certificate of Recognition/	

• 4 initiatives - 3 points	
• 3 initiatives - 2 points	
• 1 -2 initiatives - 1 point	
• 1-2 initiatives - 1 point	
5.2 Assistance in the conduct of training/	✓ Certificate of
activity School Health & Nutrition activities	Recognition/Appreciation
(5 points)	Recognition, Appreciation
(• • • • • • • • • • • • • • • • • • •	
• Assisted in the conduct of - 5 points	
Division activities	
<ul> <li>Assisted in the conduct of - 3 points</li> </ul>	
District activities	
<ul> <li>Assisted in the conduct of - 1 point</li> </ul>	
School activities	
5.3 Submission of required reports (5 points)	✓ Transmittal
••••••••••••••••••••••••••••••••••••••	✓ Transmittai
• 100% of required reports - 5 points	
submitted before deadline	
• 100% of required reports - 3 points	
submitted on deadline	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
for Doctorate/Doctor's Degree	Academic Requirements /
Earned at least 18 Doctorate/ - 4 points	•
Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
Laws (Juris Doctor)	
<ul> <li>Complete Academic Requirements - 3 points for Master's Degree</li> </ul>	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (10 points)	✓ Certificate of Participation
✓ Participation to Learning and Development	issued by DepEd or other
Activities (such as trainings, seminars,	
-	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
🔸 Regional - 8 points	
•	
🔸 Regional - 8 points	
LeftRegional- 8 pointsLeftDivision- 6 points	
Image: Regional- 8 pointsImage: Division- 6 pointsImage: District- 4 points	
Image: Regional- 8 pointsImage: Division- 6 pointsImage: District- 4 points	
<ul> <li>Regional</li> <li>B points</li> <li>Division</li> <li>District</li> <li>School</li> <li>2 points</li> </ul>	

<i>exceed the allotted points for the criterion.</i> <i>b. Validity of the learning and development</i> <i>activities shall be within the last 3 years</i> <i>from the cut-off date set by the Regional</i> <i>PRAISE committee.</i>		
D. Potential (5 points)		
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist	
Communication skills	& Rating Sheet	
Ability to present ideas		
🕌 Alertness		
🕌 Judgment		
Stress Tolerance		

## SEARCH FOR MOST OUTSTANDING MEDICAL OFFICER

Name of Nominee	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (45 points)		
1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above) <b>Point/s Earned</b> = (Average of the Two IPCRF Ratings / 5) x 45	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (35 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the school</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
<i>the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.</i>		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for</li> </ul>	
<i>b. Points earned are cumulative but not to exceed</i> <i>the allotted points for the criterion.</i>	division, district, and school	

3. Publica	ation / Authorship (5 points) Sole authorship of a book	- 5 points	<ul> <li>✓</li> </ul>	nominees) or RD (for Regional Office nominees) Copy of the published book/	
•	Co-authorship of a book	- 5 points will be divided by the number of authors	~	learning resources/articles Certificate of Recognition	
•	Article published in a journal/ newspaper/ magazine of wide circulation	- 1 point per article but not not to exceed 4 points			
•	Writer of LRs Co-Writer of LRs	<ul> <li>4 points</li> <li>4 points will be divided by the number of writers</li> </ul>			
•	Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources	- 0.5 point in each LR but not to exceed 3 points			
	Note:				
	a. Points earned are cumulativ	ve but not to			
	exceed the allotted points for	or the criterion			
		or the chtenon.			
	tant/Resource Speaker/Lear pr/Trainer (5 points)	ning	~	Certificate of Recognition/ Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by	
	tant/Resource Speaker/Lear or/Trainer (5 points) International/National - 5 p	<b>ning</b> points	~	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by	
	Itant/Resource Speaker/Lear or/Trainer (5 points) International/National - 5 p Regional - 4 p	ning points points	~	Appreciation as Consultant/ Resource Speaker/ Learning	
	Itant/Resource Speaker/Lear pr/Trainer (5 points) International/National - 5 p Regional - 4 p Division / Provincial - 3 p	ning points points points	~	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other	
	Itant/Resource Speaker/Lear or/Trainer (5 points) International/National - 5 p Regional - 4 p Division / Provincial - 3 p District / Municipal - 2 p	points points points points points	~	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
	Itant/Resource Speaker/Lear pr/Trainer (5 points) International/National - 5 p Regional - 4 p Division / Provincial - 3 p District / Municipal - 2 p School / Barangay - 1 p	points points points points points	<ul> <li>✓</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • •	Itant/Resource Speaker/Lear or/Trainer (5 points) International/National - 5 p Regional - 4 p Division / Provincial - 3 p District / Municipal - 2 p	ning points points points points point	↓ ✓	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • •	Itant/Resource Speaker/Lear pr/Trainer (5 points) International/National - 5 p Regional - 4 p Division / Provincial - 3 p District / Municipal - 2 p School / Barangay - 1 p <i>Note:</i>	ning points points points points point point point	✓	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmer	ning points points points points point point <i>re but not to</i> por the criterion.	<ul> <li>✓</li> <li>✓</li> </ul>	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations	
Facilitato • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmer	ning points points points points point <i>we but not to</i> <u>por the criterion.</u> <b>hts specific to</b>		Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       -         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmer	ning points points points points point <i>we but not to</i> <u>por the criterion.</u> <b>Ints specific to</b>		Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       -         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmention         tion         ivision Initiatives undertaker         plementation of the 6 flags         nder School Health and Nutri	ning points points points points point re but not to point the criterion. Ints specific to prin the hip programs		Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       -         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmer         tion	ning points points points points point re but not to point the criterion. Ints specific to prin the hip programs	× ×	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       -         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmention         tion         ivision Initiatives undertaker         plementation of the 6 flags         nder School Health and Nutrithe New Normal (5 points)	ning points points points points point <i>we but not to</i> <i>por the criterion.</i> <b>Ints specific to</b> <b>Ints specific to</b> <b>Ints specific to</b> <b>Ints specific to</b>	× ×	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	
Facilitato • • • • • • • • • • • • • • • • • • •	Itant/Resource Speaker/Lear         or/Trainer (5 points)         International/National       - 5 p         Regional       - 4 p         Division / Provincial       - 3 p         District / Municipal       - 2 p         School / Barangay       - 1 p         Note:       -         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmention         ivision Initiatives undertaker         plementation of the 6 flags         oder School Health and Nutri         the New Normal (5 points)         6 or more initiatives	ning points points points points point re but not to point the criterion. Ints specific to prin the hip programs	× ×	Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by DepEd or other agencies/organizations sanctioned by DepEd	

• 3 initiatives - 2 points	
• 1 -2 initiatives - 1 point	
5.2 Conducted/spearheaded training/activity	✓ Activity Completion Report
School Health & Nutrition activities (5 points)	<ul> <li>Activity Completion Report</li> </ul>
School Health & Nutrition activities (5 points)	
Division Lowel - Experiente	
Division Level - 5 points	
District Level - 3 points	
<ul> <li>School Level - 1 point</li> </ul>	
5.3 Submission of required reports (5 points)	✓ Duly received Transmittal
<ul> <li>100% of required reports - 5 points</li> </ul>	
submitted before deadline	
<ul> <li>100% of required reports - 3 points</li> </ul>	
submitted on deadline	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	
for Doctorate/Doctor's Degree	
Earned at least 18 Doctorate/ - 4 points	Academic Requirements /
Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
Laws (Juris Doctor)	
<ul> <li>Complete Academic Requirements - 3 points for Master's Degree</li> </ul>	
Earned at least 18 MA Units - 2.5 points	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	
	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
Regional - 8 points	
📥 Division 🛛 – 6 points	
📥 District 🛛 – 4 points	
🖊 School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
-	
from the cut-off date set by the Regional	
PRAISE committee.	

D. Potential (5 points)		
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

# SEARCH FOR MOST OUTSTANDING DENTIST

Name of Nominee_	SDO:
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (45 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 45</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (35 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points)         <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points Awardee in the District</li> <li>Nomination in the District/</li> <li>1 point Awardee in the District</li> <li>Nomination in the District/</li> <li>1 point Awardee in the school</li> </ul> </li> <li>Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level.</li> </ul> </li> </ul>	<ul> <li>✓ Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>✓ Memorandum / Advisory with attached search criteria</li> </ul>	
Otherwise, points earned are cumulative.         2. Innovations (5 points)       • Adopted in the region/division - 5 points         • Adopted in the district - 4 points         • Fully implemented in the school - 3 points         • Started the implementation - 2 points         • Conceptualized - 1 point         Note:         a. For group/team innovations, point/s earned will be divided by the number of innovators.         b. Points earned are cumulative but not to exceed	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

11	allattad rainta for the state	rian		nominans) or DD (fra	
the	e allotted points for the crite	יווטח.		nominees) or RD (for Regional Office nominees)	
3. Publication / Authorship (5 points)			✓	Copy of the published book/	
J. F UDIIC	Sole authorship of a book	- 5 points		learning resources/articles	
•	Co-authorship of a book	- 5 points will be divided by the number of authors	~	Certificate of Recognition	
•	Article published in a journal/ newspaper/ magazine of wide circulation	- 1 point per article but not not to exceed 4 points			
•	Writer of LRs	- 4 points			
•	Co-Writer of LRs	<ul> <li>4 points will be divided by the number of writers</li> </ul>			
•	Member of the Development/ Quality Assurance team (Conter Reviewer, Language Editor, Layout Artist, or Illustrator) of th Learning Resources	- 0.5 point in each LR but not to exceed			
	Note:				
	a. Points earned are cumula	ntive but not to			
	exceed the allotted points	s for the criterion.			
4 Consul	tant/Resource Speaker/Le	arning	✓	Certificate of Recognition/	
	or/Trainer (5 points)			Appreciation as Consultant/ Resource Speaker/ Learning	
•	International/National - !	5 points		Facilitator/ Trainer issued by	
•	Regional -	4 points		DepEd or other	
•	Division / Provincial - 3	3 points		agencies/organizations	
•		2 points		sanctioned by DepEd	
•	•	l point			
	Note:				
	a. Points earned are cumula				
E Ather	exceed the allotted points				
	Meritorious Accomplishm sition	ients specific to			
		<b>-</b>			
5.1 D	ivision Initiatives focusing		✓	Memorandum	
	Health undertaken in the Implementation of			Activity Completion Report	
H	o 6 flagchin programs und	the 6 flagship programs under School			
He th			$\checkmark$	Screenshots/Pictures/Videos	
He th He	e 6 flagship programs und ealth and Nutrition Section ormal (5 points)				
He th He	ealth and Nutrition Section ormal (5 points) 6 or more initiatives			Screenshots/Fictures/ videos	

• 4 initiatives - 3 points	
• 3 initiatives - 2 points	
• 1 -2 initiatives - 1 point	
5.2 Conducted/spearhead training/activity on	
School Dental Health & Nutrition	<ul> <li>Activity Completion Report</li> </ul>
(5 points)	
<ul> <li>Regional Level - 5 points</li> </ul>	
Division Level - 4 points	
District Level - 3 points	
School Level - 2 points	
5.3 Submission of required reports (5 points)	
• 100% of required reports - 5 points	<ul> <li>✓ Transmittal</li> </ul>
submitted before deadline	
<ul> <li>100% of required reports - 3 points</li> </ul>	
submitted on deadline	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points	✓ Transcript of Records
Complete Academic Requirements - 4.5 points	✓ Certificate of Completion of
<ul> <li>for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points</li> </ul>	Academic Requirements /
Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 points	
Laws (Juris Doctor)	
Complete Academic Requirements - 3 points     for Martar's Damage	
<ul> <li>for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>✓ Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
	sunctioned by DepEd
International/National - 10 points	
♣ Regional - 8 points	
↓ Division - 6 points	
↓ District - 4 points	
↓ School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
	I I

D. Potential (5 points)		
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> <li>Ability to present ideas</li> <li>Alertness</li> <li>Judgment</li> <li>Stress Tolerance</li> </ul>	<ul> <li>✓ Potential/Interview Checklist &amp; Rating Sheet</li> </ul>	

### SEARCH FOR MOST OUTSTANDING REGIONAL OFFICE ADMINISTRATIVE OFFICER

Name of Nominee	FD:	
Position:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (45 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 45</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         (35 points)         * Validity of the outstanding/meritorious         accomplishments and trainings shall be within         the last 3 years from the cut-off date set by the         Regional PRAISE committee.</li> </ul>		
<ul> <li>1. Outstanding Employee Award (5 points) <ul> <li>National Awardee</li> <li>Spoints</li> <li>Nomination in the Department/</li> <li>4 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>3 points</li> <li>Awardee in the Division</li> <li>Nomination in the Division/</li> <li>2 points</li> <li>Awardee in the District</li> <li>Nomination in the District/</li> <li>Nomination in the School</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (5 points) <ul> <li>Adopted in the region/division - 5 points</li> <li>Adopted in the district - 4 points</li> <li>Fully implemented in the school - 3 points</li> <li>Started the implementation - 2 points</li> <li>Conceptualized - 1 point</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	e allotted points for the criterio	n.		nominees) or RD (for	
				Regional Office nominees)	
			✓	Copy of the published book/	
•	Sole authorship of a book	- 5 points		learning resources/articles	
•	Co-authorship of a book	<ul> <li>5 points will be divided by the number of authors</li> </ul>	✓	Certificate of Recognition	
•	Article published in a journal/ newspaper/ magazine of wide circulation	- 1 point per article but not not to exceed 4 points			
•	Writer of LRs	- 4 points			
•	Co-Writer of LRs	<ul> <li>4 points will be divided by the number of writers</li> </ul>			
•	Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources	- 0.5 point in each LR but not to exceed 3 points			
	Note:				
	a. Points earned are cumulative	e but not to			
exceed the allotted points for the criterion.					
Facilitato •	r/Trainer (5 points) International/National - 5 po			Appreciation as Consultant/ Resource Speaker/ Learning Facilitator/ Trainer issued by	
•	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i>	oints oint <i>e but not to</i> or the criterion.		DepEd or other agencies/organizations sanctioned by DepEd	
	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i> <b>Meritorious Accomplishmen</b>	oints oints oint <i>e but not to</i> or the criterion.		agencies/organizations	
• • • 5. Other the posi	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i> <b>Meritorious Accomplishmen</b>	oints oints oint <i>e but not to</i> or the criterion.		agencies/organizations	
the posi 5.1 As tra	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i> <b>Meritorious Accomplishmen</b>	oints oints oint <i>e but not to</i> o <u>r the criterion.</u> <b>ts specific to</b> <b>in any</b>	*	agencies/organizations sanctioned by DepEd Certificate of Appreciation/ Recognition duly signed by the SDS (for SDO, district and	
the posi 5.1 As tra	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i> <b>Meritorious Accomplishmen</b> <b>tion</b> ssisted in technical planning i aining, orientation, workshop	oints oints oint <i>e but not to</i> o <u>r the criterion.</u> <b>ts specific to</b> <b>in any</b> <b>o, and other</b>	✓	agencies/organizations sanctioned by DepEd	
the posi 5.1 As tra	Division / Provincial - 3 per District / Municipal - 2 per School / Barangay - 1 per Note: a. Points earned are cumulative exceed the allotted points for Meritorious Accomplishmen tion ssisted in technical planning in aning, orientation, workshop tivities (10 points)	oints oints oint <i>e but not to</i> o <u>r the criterion.</u> <b>ts specific to</b> <b>in any</b> <b>o, and other</b>	×	agencies/organizations sanctioned by DepEd Certificate of Appreciation/ Recognition duly signed by the SDS (for SDO, district and school nominees) or RD (for RO nominees);	
the posi 5.1 As tra	Division / Provincial - 3 po District / Municipal - 2 po School / Barangay - 1 po <i>Note:</i> <i>a. Points earned are cumulative</i> <i>exceed the allotted points fo</i> Meritorious Accomplishmen tion ssisted in technical planning i aning, orientation, workshop trivities (10 points) National Level - 10 points	oints oints oint <i>e but not to</i> o <u>r the criterion.</u> <b>ts specific to</b> <b>in any</b> <b>o, and other</b>		agencies/organizations sanctioned by DepEd Certificate of Appreciation/ Recognition duly signed by the SDS (for SDO, district and school nominees) or RD (for RO nominees); or	
the posi 5.1 As tra	Division / Provincial       - 3 pc         District / Municipal       - 2 pc         School / Barangay       - 1 pc         Note:       - 2 pc         a. Points earned are cumulative exceed the allotted points for         Meritorious Accomplishmention         ssisted in technical planning in aning, orientation, workshop         tivities (10 points)         National Level       - 10 points         Regional       - 8 points	oints oints oint <i>e but not to</i> o <u>r the criterion.</u> <b>ts specific to</b> <b>in any</b> <b>o, and other</b>		agencies/organizations sanctioned by DepEd Certificate of Appreciation/ Recognition duly signed by the SDS (for SDO, district and school nominees) or RD (for RO nominees);	

5.2 Membership in Working Committees/BAC/ Procurement-Related (5 points)	<ul> <li>✓ Special Order/Memorandum (with the name of the</li> </ul>
	Nominee)
At least three (3) Working - 5 points	
Committees	
• Two (2) Working Committees - 3 points	
One (1) working committee - 2 points	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements - 4.5 points</li> </ul>	✓ Transcript of Records
Complete Academic Requirements - 4.5 points     for Doctorate/Doctor's Degree	✓ Certificate of Completion of
Earned at least 18 Doctorate/ - 4 points	Academic Requirements /
Doctor's Degree units	Certification of Units Earned
<ul> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> </ul>	
Complete Academic Requirements - 3 points	
<ul> <li>for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	issued by DepEd or other
Activities (such as trainings, seminars,	agencies/organizations
workshops, conferences, fora, etc.)	sanctioned by DepEd
International/National - 10 points	
Regional - 8 points	
Livision - 6 points	
4 District - 4 points	
School - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points) ✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
<ul> <li>Interview and essay shall be conducted</li> <li>Communication skills</li> </ul>	& Rating Sheet
<ul> <li>Communication skins</li> <li>Ability to present ideas</li> </ul>	
<ul> <li>Ability to present ideas</li> <li>Alertness</li> </ul>	
Judgment	
<ul> <li>Stress Tolerance</li> </ul>	

## SEARCH FOR MOST OUTSTANDING **REGIONAL OFFICE LEVEL 2 UNIQUE POSITION**

Position: \_\_\_\_\_

Name of Nominee:\_\_\_\_\_\_Functional Division: \_\_\_\_\_

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (40 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b></li> <li>= (Average of the Two IPCRF Ratings / 5) x 40</li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(40 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<ul> <li>1. Outstanding Employee Award (10 points) <ul> <li>National Awardee</li> <li>10 points</li> </ul> </li> <li>Nomination in the Department/ <ul> <li>8 points</li> <li>Awardee in the Region</li> <li>Nomination in the Region /</li> <li>6 points</li> <li>Awardee in the Division</li> </ul> </li> <li>Nomination in the Division/ <ul> <li>Nomination in the District</li> <li>Nomination in the District/</li> <li>Nomination in the District/</li> <li>Awardee in the school</li> </ul> </li> </ul>	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (10 points) <ul> <li>Adopted in the region/division - 10 points</li> <li>Adopted in the district - 8 points</li> <li>Fully implemented in the school - 6 points</li> <li>Started the implementation - 4 points</li> <li>Conceptualized - 2 points</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

the allotted points for the criterion.	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (5 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	/ manuscript of the
the DO Research Team (3 points)	implemented / conducted
Regional/Division Level - 3 points	Research and Development
District Level - 2 points	Project duly approved by the
School Level - 1 point	SDS
	<ul> <li>✓ Certification from the SDO</li> </ul>
Note:	
	Research Committee on the
a. For group/team research, point/s earned w	•
be divided by the number of researchers.	as to where it was conducted
b. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
<ul> <li>International - 2 points</li> </ul>	Letter
<ul> <li>National - 1.75 points</li> </ul>	✓ Certificate of Appreciation /
<ul> <li>Regional - 1.50 points</li> </ul>	Certificate of Recognition as
Division - 1.25 points	a Research Presenter
School - 1 point	
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book - 5 points wil	✓ Certificate of Recognition
be divided	бу
the number	of
authors	
<ul> <li>Article published in a journal/ - 1 point per newspaper/ magazine of wide article but r</li> </ul>	pot
circulation not to exce	
4 points	
Writer of LRs - 4 points	
Co-Writer of LRs     - 4 points wil	
be divided	by
the number	of
writers	
Member of the Development/ - 0.5 point in     Ouglity Accurates team (Content - oash LB but	
Quality Assurance team (Content each LR but Reviewer, Language Editor, not to exce	
Layout Artist, or Illustrator) of the 3 points	
Learning Resources	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterio	n.
5. Consultant/Resource Speaker/Learning	<ul> <li>✓ Certificate of Recognition/</li> </ul>
Facilitator/Trainer (10 points)	Appreciation as Consultant/
·····, ······,	Resource Speaker/ Learning
<ul> <li>International/National - 10 points</li> </ul>	
International/National - 10 points	Facilitator/ Trainer issued by

Regional - 8 points	DepEd or other
<ul> <li>Division / Provincial - 6 points</li> </ul>	agencies/organizations
District / Municipal - 4 points	sanctioned by DepEd
School / Barangay - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
<ul> <li>Doctorate/Doctor's Degree - 5 points</li> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 points Doctor's Degree units</li> <li>Master's Degree / Bachelor of - 3.5 points</li> </ul>	<ul> <li>✓ Transcript of Records</li> <li>✓ Certificate of Completion of Academic Requirements / Certification of Units Earned</li> </ul>
<ul> <li>Laws (Juris Doctor)</li> <li>Complete Academic Requirements - 3 points for Master's Degree</li> <li>Earned at least 18 MA Units - 2.5 points</li> </ul>	
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development Activities (such as trainings, seminars, workshops, conferences, fora, etc.)</li> </ul>	issued by DepEd or other agencies/organizations sanctioned by DepEd
International/National - 10 points	
📥 Regional - 8 points	
📥 Division - 6 points	
📥 District - 4 points	
📥 School 🛛 – 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional PRAISE committee.	
D. Potential (5 points)	
	✓ Potential/Interview Checklist
<ul> <li>✓ Interview and essay shall be conducted</li> <li>↓ Communication skills</li> </ul>	& Rating Sheet
<ul> <li>Ability to present ideas</li> </ul>	
<ul> <li>Ability to present ideas</li> <li>Alertness</li> </ul>	
↓ Judgment	
<ul> <li>Stress Tolerance</li> </ul>	
	<u> </u>

## SEARCH FOR MOST OUTSTANDING REGIONAL OFFICE ACCOUNTANT

Name of Nominee:	FD: _	
Position:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (30 points)		
1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)	<ul> <li>✓ IPCRF duly signed by authorities with date of cianing</li> </ul>	
Point/s Earned	signing • CY 2019 and CY 2020	
= (Average of the Two IPCRF Ratings / 5) x 30	✓ Service Record	
B. Outstanding/Meritorious Accomplishments		
(50 points) * Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the Regional PRAISE committee.		
1. Outstanding Employee Award (5 points)	<ul> <li>✓ Certificate of Recognition /</li> </ul>	
<ul> <li>National Awardee - 5 points</li> <li>Nomination in the Department/ - 4 points Awardee in the Region</li> <li>Nomination in the Region - 3 points</li> </ul>	Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd	
Note:	<ul> <li>✓ Memorandum / Advisory</li> </ul>	
a. Points earned are cumulative but not to exceed	with attached search criteria	
the allotted points for the criterion.		
b. For same awards received in a calendar year,		
points earned shall be based on the award		
received in the highest governance level.		
Otherwise, points earned are cumulative.		
<b>2. Innovations (5 points)</b> • Adopted in the region/division- 5 points• Adopted in the district- 4 points• Fully implemented in the school- 3 points• Started the implementation- 2 points• Conceptualized- 1 point	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office</li> </ul>	
Note:	nominees)	
a. For group/team innovations, point/s earned will	✓ Certificate/Certification	
be divided by the number of innovators.	signed by the SDS (for	
b. Points earned are cumulative but not to exceed	division, district, and school	
the allotted points for the criterion.	nominees) or RD (for Regional Office nominees)	
3. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/	
Facilitator/Trainer (5 points)	Appreciation as Consultant/	
	Resource Speaker/ Learning	

<ul> <li>International/National - 5 points</li> </ul>	Facilitator/ Trainer issued by
Regional - 4 points	DepEd or other
<ul> <li>Division / Provincial - 3 points</li> </ul>	agencies/organizations
District / Municipal - 2 points	sanctioned by DepEd
<ul> <li>School / Barangay - 1 point</li> </ul>	
<i>Note: a. Points earned are cumulative but not to</i>	
exceed the allotted points for the criterion.	
4. Other Meritorious Accomplishments specific to	
the position	
4.1 Membership in Organizations/Committees	
(5 points)	✓ Memorandum/Certificates/
<ul> <li>Membership in technical planning</li> </ul>	Special Order
committee	
3 Committees - 5 points	
2 Committees - 3 points	
1 Committee - 2 points	
·	
4.2 Compliance with Reporting Requirements	
(25 points)	
Submission of Mid-Year and Year-End	✓ Transmittal Letter received
Financial Reports to Central Office	by Central Office
(10 points)	
Complete and accurate - 10 points	
(on the 1 <sup>st</sup> day of the	
workshop or earlier)	
Complete and accurate - 8 points	
(before the last day of	
the workshop)	
Complete (within the - 6 points	
submission date set/last	
day of the workshop)	
Submission of Mid-Year and Year- End	
Financial Reports to COA (5 points)	✓ Transmittal Letter received
Complete and accurate - 5 points	by COA
(2 days or earlier before	
the deadline)	

Complete and accurate - 4	points
(1 day before the deadline)	
Complete and accurate an 2	pointr
	points
the deadline set	
Submission of Monthly and Quarterly	
Financial Reports to Central Office, CC	DA, by COA and DBM
DBM and other oversight agencies	✓ Email to Central Office as
(10 points)	proof of submission
•	points
(2 days or earlier before	
the scheduled submission	
date set)	
Complete and accurate	
	points
(1 day before the scheduled	
submission date set)	
Complete and accurate - 6 p	points
within the submission date	
within the submission date	
4.3 Attendance to Division/Section/Unit	
Activities (5 points)	✓ Certification of Attendance
	duly signed by the CAO-FD
100% Attendance - 5 points	
80-99 % Attendance - 4 points	
60-79% Attendance - 3 points	
59% and below - 2 points	
C. Education & Learning and Development (15 p	oints)
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 pc	Transenpt of Records
	<sup>points</sup> ✓ Certificate of Completion of
<ul> <li>for Doctorate/Doctor's Degree</li> <li>Earned at least 18 Doctorate/ - 4 po</li> </ul>	Acadomic Doguiraments /
• Earned at least to Doctorate/ - 4 po Doctor's Degree units	Certification of Units Earned
Master's Degree / Bachelor of - 3.5 p	
Laws (Juris Doctor)	
Complete Academic Requirements - 3 po	ints
for Master's Degree	
• Earned at least 18 MA Units - 2.5 p	ioints
2. Learning and Development (10 points)	✓ Certificate of Participation
<ul> <li>Participation to Learning and Development</li> </ul>	
Activities (such as trainings, seminars,	agencies/organizations
_	
workshops, conferences, fora, etc.)	sanctioned by DepEd

International/National	- 10 points		
🖊 Regional	- 8 points		
🖊 Division	- 6 points		
🗕 District	- 4 points		
📥 School	- 2 points		
Note:			
a. Points earned are cumulative	but not to		
exceed the allotted points for	the criterion.		
b. Validity of the learning and de			
activities shall be within the la.	st 3 years		
from the cut-off date set by the			
PRAISE committee.	2		
D. Potential (5 points)			
<ul> <li>Interview and essay shall be conduct</li> </ul>	ed	✓ Potential/Interview Checklist	
Communication skills		& Rating Sheet	
Ability to present ideas		_	
4 Alertness			
Judgment			
Stress Tolerance			

### SEARCH FOR MOST OUTSTANDING REGIONAL OFFICE SECTION OR UNIT HEAD

Name of Nominee: \_ Position: \_\_\_\_\_

Name of Nominee: \_\_\_\_\_\_Functional Division: \_\_\_\_\_

**MEANS OF VERIFICATION** Points **CRITERIA/INDICATORS** (MOVs) Earned A. Performance (35 points) 1. Performance Rating of the nominee for the last 2  $\checkmark$  IPCRF duly signed by rating periods should be Outstanding (4.50 and above) authorities with date of signing **Point/s Earned** • CY 2019 and CY 2020 = (Average of the Two IPCRF Ratings / 5) x 35 ✓ Service Record **B.** Outstanding/Meritorious Accomplishments (45 points) \* Validity of the outstanding/meritorious accomplishments and trainings shall be within the last 3 years from the cut-off date set by the **Regional PRAISE committee.** 1. Outstanding Employee Award (5 points) ✓ Certificate of Recognition / National Awardee - 5 points Certificate of Appreciation Nomination in the Department/ - 4 points issued by DepEd or other Awardee in the Region agencies/organizations Nomination in the Region / - 3 points sanctioned by DepEd Awardee in the Division Nomination in the Division/ - 2 points ✓ Memorandum / Advisory Awardee in the District with attached search criteria - 1 point Nomination in the District/ Awardee in the school Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative. 2. Innovations (10 points) ✓ Copy of the Innovation Adopted in the region/division - 10 points document with the name of Adopted in the district - 8 points the Nominee duly approved Fully implemented in the school - 6 points by the SDS (for division, Started the implementation - 4 points district, and school nominees) - 2 points Conceptualized or RD (for Regional Office Note: nominees) a. For group/team innovations, point/s earned will  $\checkmark$ Certificate/Certification be divided by the number of innovators. signed by the SDS (for b. Points earned are cumulative but not to exceed division, district, and school

the allotted points for the criterion.	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (5 points)	✓ Copy of the complete
3.1 Conduct of basic/action research approved by	manuscript of the
the DO Research Team (3 points)	implemented / conducted
<ul> <li>Regional/Division Level - 3 points</li> </ul>	Research and Development
District Level - 2 points	Project duly approved by the
School Level - 1 point	SDS
	✓ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
b. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
,	
3.2 Presented a research paper (2 points)	✓ Memorandum / Invitation
International - 2 points	Letter
National - 1.75 points	<ul> <li>✓ Certificate of Appreciation /</li> </ul>
Regional - 1.50 points	Certificate of Recognition as
• Division - 1.25 points	a Research Presenter
• School - 1 point	
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book - 5 points will	<ul> <li>✓ Certificate of Recognition</li> </ul>
be divided by	
the number of authors	
Article published in a journal/ - 1 point per	
newspaper/ magazine of wide article but not	
circulation not to exceed	
4 points	
<ul> <li>Writer of LRs - 4 points</li> <li>Co-Writer of LRs - 4 points will</li> </ul>	
• CO-while of Lks - 4 points will be divided by	
the number of	
writers	
Member of the Development/ - 0.5 point in	
Quality Assurance team (Content each LR but	
Reviewer, Language Editor,not to exceedLayout Artist, or Illustrator) of the3 points	
Learning Resources	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
5. Consultant/Resource Speaker/Learning	✓ Certificate of Recognition/
· •	Appreciation as Consultant/
Facilitator/Trainer (5 points)	Appreciation as consultant,
Facilitator/Trainer (5 points)	Resource Speaker/ Learning

<ul> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:         <ul> <li>School / Barangay - 1 point</li> <li>Note:</li></ul></li></ul>	<ul> <li>✓ Copy of the approved proposal</li> <li>✓ Copy of the approved proposal</li> <li>✓ Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> <li>✓ Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>✓ Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>✓ Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>8. Other Meritorious Accomplishments specific to the position</li> <li>8.1 Compliance on submission of RMEA and other reports (3 points)</li> <li>7 days or earlier - 3 points</li> <li>4-6 days - 2 points</li> <li>1-3 days - 1 point</li> </ul>	<ul> <li>✓ Copy of the Quarterly RMEA and other reports</li> </ul>
<ul> <li>8.2 Managed/facilitated a related training/ activity conducted (2 points)</li> <li>2 or more activities - 2 points</li> </ul>	<ul> <li>✓ Certificate of Recognition/Certificate of Appreciation</li> </ul>

managed/facilitated	
1 activity managed/facilitated - 1 point	
8.3 Timely preparation and submission of	e
documents for the procurement of goods Finance Division	
and services and payment thereof (5 points)	
Preparation of	
Procurement	
Documents	
With Complete	
Documents and 2.5 points	
without discrepancy	
With Complete	
Documents and with 1.5 points	
minor discrepancy	
Payment	
At least 5 days after the	
conduct of the activity 2.5 points	
6 days or more after	
the conduct of the 1.5 points	
activity	
C. Education & Learning and Development (15 points)	
1. Education (5 points)	
Doctorate/Doctor's Degree - 5 points ✓ Transcript of Records	
<ul> <li>Complete Academic Requirements - 4.5 points for Doctorate/Doctor's Degree</li> <li>Certificate of Completic</li> </ul>	on of
Earned at least 18 Doctorate/ - 4 points     Academic Requirement	
Doctor's Degree units Certification of Units Ea	arned
<ul> <li>Master's Degree / Bachelor of - 3.5 points Laws (Juris Doctor)</li> </ul>	
Complete Academic Requirements - 3 points	
for Master's Degree	
Earned at least 18 MA Units - 2.5 points	
<b>2. Learning and Development (10 points)</b> \screw Certificate of Partic	ipation
✓ Participation to Learning and Development issued by DepEd or	•
Activities (such as trainings, seminars, agencies/organizations	
workshops, conferences, fora, etc.) sanctioned by DepEd	
International/National - 10 points	
♣ Regional	
Livision - 6 points	
4 District - 4 points	

	1
📥 School 🛛 - 2 points	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
b. Validity of the learning and development	
activities shall be within the last 3 years	
from the cut-off date set by the Regional	
PRAISE committee.	
D. Potential (5 points)	
✓ Interview and essay shall be conducted	✓ Potential/Interview Checklist
Communication skills	
	& Rating Sheet
Ability to present ideas	
🖊 Alertness	
🖊 Judgment	
4 Stress Tolerance	

# SEARCH FOR MOST OUTSTANDING SUPERVISOR (EPSs, PSDSs)

Name of Nominee_	 SDO/FD: _
Position:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. Performance (25 points)		
<ul> <li>1. Performance Rating of the nominee for the last 2 rating periods should be Outstanding (4.50 and above)</li> <li><b>Point/s Earned</b> <ul> <li>= (Average of the Two IPCRF Ratings / 5) x 25</li> </ul> </li> </ul>	<ul> <li>✓ IPCRF duly signed by authorities with date of signing         <ul> <li>CY 2019 and CY 2020</li> </ul> </li> <li>✓ Service Record</li> </ul>	
<ul> <li>B. Outstanding/Meritorious Accomplishments         <ul> <li>(60 points)</li> <li>* Validity of the outstanding/meritorious                 accomplishments and trainings shall be within                 the last 3 years from the cut-off date set by the                 Regional PRAISE committee.</li> </ul> </li> </ul>		
<b>1. Outstanding Employee Award (10 points)</b> • National Awardee       - 10 points         • Nomination in the Department/       - 8 points         Awardee in the Region       - 6 points         • Nomination in the Region /       - 6 points         Awardee in the Division       - 4 points         Awardee in the Division/       - 4 points         Awardee in the District       - 2 points         Awardee in the school       - 2 points	<ul> <li>Certificate of Recognition / Certificate of Appreciation issued by DepEd or other agencies/organizations sanctioned by DepEd</li> <li>Memorandum / Advisory with attached search criteria</li> </ul>	
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.		
<ul> <li>2. Innovations (10 points) <ul> <li>Adopted in the region/division - 10 points</li> <li>Adopted in the district - 8 points</li> <li>Fully implemented in the school - 6 points</li> <li>Started the implementation - 4 points</li> <li>Conceptualized - 2 points</li> </ul> </li> <li>Note: <ul> <li>a. For group/team innovations, point/s earned will be divided by the number of innovators.</li> <li>b. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Copy of the Innovation document with the name of the Nominee duly approved by the SDS (for division, district, and school nominees) or RD (for Regional Office nominees)</li> <li>Certificate/Certification signed by the SDS (for division, district, and school</li> </ul>	

	nominees) or RD (for
	Regional Office nominees)
3. Research and Development Projects (10 points)	✓ Copy of the complete
3.1 Conducted basic/action research approved by	manuscript of the
the DO Research Team (5 points)	implemented / conducted
<ul> <li>Regional/Division Level - 5 points</li> </ul>	Research and Development
District Level - 3 points	Project duly approved by the
School Level - 1 point	SDS
	$\checkmark$ Certification from the SDO
Note:	Research Committee on the
a. For group/team research, point/s earned will	scope of the Research Locale
be divided by the number of researchers.	as to where it was conducted
b. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
3.2 Presented a research paper (5 points)	✓ Memorandum / Invitation
<ul> <li>International - 5 points</li> </ul>	Letter
National - 4 points	✓ Certificate of Appreciation /
<ul> <li>Regional - 3 points</li> </ul>	Certificate of Recognition as
Division - 2 points	a Research Presenter
School - 1 point	
4. Publication / Authorship (5 points)	✓ Copy of the published book/
Sole authorship of a book - 5 points	learning resources/articles
Co-authorship of a book     - 5 points will     be divided by     the number of     authors	✓ Certificate of Recognition
<ul> <li>Article published in a journal/ newspaper/ magazine of wide circulation</li> <li>- 1 point per article but not not to exceed 4 points</li> </ul>	
<ul> <li>Writer of LRs</li> <li>Co-Writer of LRs</li> <li>4 points</li> <li>4 points will be divided by the number of</li> </ul>	
<ul> <li>Member of the Development/ Quality Assurance team (Content Reviewer, Language Editor, Layout Artist, or Illustrator) of the Learning Resources</li> <li>writers - 0.5 point in each LR but not to exceed 3 points</li> </ul>	
Note:	
a. Points earned are cumulative but not to	
exceed the allotted points for the criterion.	
5. Consultant/Resource Speaker/Learning	<ul> <li>✓ Certificate of Recognition/</li> </ul>
Facilitator/Trainer (5 points)	Appreciation as Consultant/
	Resource Speaker/ Learning

<ul> <li>Regional - 4 points</li> <li>Division / Provincial - 3 points</li> <li>District / Municipal - 2 points</li> <li>School / Barangay - 1 point Note:         <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	DepEd or other agencies/organizations sanctioned by DepEd
6. Networking/Linkages (5 points for the chiefford. 6. Networking/Linkages (5 points) • Initiated networking/partnership projects and/or programs that will benefit the Office Proponent/organizer - 5 points Member - 2.5 points Note: a. For more than one proponent, points earned will be divided by the number of proponents.	<ul> <li>Copy of the approved proposal (for IGPs and other special programs/projects)</li> <li>Copy of Partnership MOAs or MOUs, deed of donation/ acceptance or any other valid proof</li> <li>Accomplishment report w/ attachments: Pictures, WFP/POW</li> </ul>
<ul> <li>7. Other Meritorious Accomplishments specific to the position</li> <li>7.1 Conduct of Professional Development Programs (10 points) <ul> <li>Conducted professional development program/activity that addressed the needs of the teachers/school heads related to the PAPs supervised/coordinated</li> <li>✓ Proponent/organizer - 10 points</li> <li>✓ Member - 5 points</li> </ul> </li> <li>Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> </ul> </li> </ul>	<ul> <li>Implemented approved proposal</li> <li>Narrative/Accomplishment report (depicting the extent to which the activity has effectively and efficiently addressed a pressing need or improved service delivery/learning outcome) with attachments: Pictorial, written output, video, Certificate of Recognition/Participation</li> <li>Memorandum for the conduct of the program/activity</li> </ul>
7.2 Implemented a Region/Division/District- wide action plan that has been recognized by the community to have improved the delivery of the DepEd recognized Program, Project, and Activity (PAPs) (5 points)	<ul> <li>✓ Special Order as focal person/coordinator</li> <li>✓ Approved Action Plan</li> <li>✓ Accomplishment Report</li> <li>✓ Certificate of Recognition</li> <li>✓ Memorandum</li> </ul>

<ul> <li>Adopted in the Region</li> </ul>	- 5 points	$\checkmark$	Evidence showing positive	
✓ Adopted by/in the	- 4 points		impact of the action plan	
Districts/Division			-	
✓ Shared/disseminated	- 3 points			
	- 2 points			
	- 1 point			
C. Education & Learning and Developmen	t (10 points)			
1. Education (5 points)				
<ul> <li>Doctorate/Doctor's Degree</li> </ul>	- 5 points	$\checkmark$	Transcript of Records	
Complete Academic Requirements	- 4.5 points	$\checkmark$	Certificate of Completion of	
for Doctorate/Doctor's Degree	1 mainte		Academic Requirements /	
Earned at least 18 Doctorate/ Doctor's Degree units	- 4 points		Certification of Units Earned	
Master's Degree / Bachelor of	- 3.5 points			
Laws (Juris Doctor)	- · · · · · · · · · · · · · · · · · · ·			
Complete Academic Requirements	- 3 points			
for Master's Degree				
Earned at least 18 MA Units	- 2.5 points			
2. Learning and Development (5 points	c)	✓	Certificate of Participation	
		v	•	
<ul> <li>Participation to Learning and Dev</li> <li>Activities (such as training and participation)</li> </ul>	=		issued by DepEd or other	
Activities (such as trainings, semir			agencies/organizations	
workshops, conferences, fora, etc.	.)		sanctioned by DepEd	
	E			
International/National				
Regional	- 4 points			
Division	- 3 points			
🕌 District	- 2 points			
🕌 School	- 1 point			
A/				
Note:	but not to			
a. Points earned are cumulative				
exceed the allotted points for				
b. Validity of the learning and de				
activities shall be within the la	-			
from the cut-off date set by the	e Regional			
PRAISE committee.				
D. Potential (5 points)				
✓ Interview and essay shall be conduct	ed	✓	Potential/Interview Checklist	
Communication skills			& Rating Sheet	
Ability to present ideas				
Alertness				
Judgment				
Stress Tolerance				
5				

### SEARCH FOR THE MOST OUTSTANDING ELEMENTARY SCHOOL (MONOGRADE SCHOOL - CENTRAL CATEGORY)

Name of School:	SDO:	
School Head:		

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 points)		
(Performance Indicator for the last two [2] years )	-	
<ul> <li>1. Drop-out Rate (4 points) <ul> <li>Zero (0) drop -out from the baseline - 4 points data from year to year in 2 years</li> <li>0.01% -1% drop-out from the baseline - 3 points data from year to year in 2 years</li> <li>1.01% - 2% drop-out from the baseline - 2 points data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline - 1 point data from year to year in 2 years</li> </ul> </li> </ul>	<ul> <li>✓ Secure Certification on the Drop-out Rate, CSR, and CR for the last two (2) years coming from the SDO Planning Officer or data generated from the LIS/EBEIS</li> </ul>	
2. Cohort Survival Rate (3 points) Baseline:75%• High: At least 10% increase or at least 95% CSR- 3 points least 95% CSR• Average: At least 7% increase Marginal: at least 5% increase Baseline:75%- 2 points - 1 point3. Completion Rate (3 points) Baseline:75%- 3 points least 95% CR• High: at least 10% increase or at least 95% CR- 3 points - 1 point• Marginal: at least 5% increase- 1 point		
<ul> <li>4. School Academic Performance /Average Grades of Learners (5 points)</li> <li>Average grades of learners for the last two (2) years (SY 2019-2020 and SY 2020-2021) x 0.05</li> </ul>	<ul> <li>✓ Accomplished and Signed SF 7</li> <li>✓ Average Grades of Learners generated from the LIS</li> </ul>	
<ul> <li>5. School Literacy Rate/Improved Reading Level (5 points)</li> <li>90-100% of the learners are at least - 5 points Instructional Readers</li> <li>80% - 89.99% of the learners are at - 4 points least Instructional Readers</li> <li>70% - 79.99% of the learners are at - 3 points</li> </ul>	<ul> <li>✓ Consolidated Phil-IRI Result (Pre and Post Tests)</li> </ul>	

<ul> <li>least Instructional Readers</li> <li>60% - 69.99% of the learners are at - 2 points least Instructional Readers</li> <li>At least 59% of the learners are at - 1 point</li> </ul>	
Instructional Readers	
6. School Numeracy Rate (Improved Numeracy Level)	✓ Consolidated
<ul><li>(5 points)</li><li>90-100% of the learners are</li><li>- 5 points</li></ul>	Numeracy
highly numerates	Assessment Result
<ul> <li>80% - 89.99% of the learners are - 4 points</li> </ul>	(Pre and Post Tests)
highly numerates	
• 70% - 79.99% of the learners are - 3 points	
highly numerates	
• 60% - 69.99% of the learners are - 2 points	
highly numerates	
• At least 59% of the learners are - 1 point	
Highly numerates	
7. Percentage of Learners who Completely Complied	✓ Distribution and
the SLMs/LAS (5 Points)	retrieval Log Sheet/s
• 100% of the learners have completely - 5 points	✓ Validated SMEA
complied the SLMs/LAS	Report
• 95% - 99% of the learners have - 4 points	
completely complied the SLMs/LAS	
• 90% - 94% of the learners have - 3 points	
<ul> <li>completely complied the SLMs/LAS</li> <li>85% - 89% of the learners have - 2 points</li> </ul>	
<ul> <li>85% - 89% of the learners have - 2 points completely complied the SLMs/LAS</li> </ul>	
<ul> <li>Below 85% of the learners have</li> <li>- 1 point</li> </ul>	
completely complied the SLMs/LAS	
completely complete the selvis exis	
8. Instructional Supervision (IS) (4 points)	✓ Validated
Teachers were supervised, coached, and mentored on	Instructional
the following K to 12 curriculum Implementation	Supervisory
practices based on monthly supervisory plan:	Report/Monthly
a. DLL/DLP, SLM and LAS preparation	Accomplishment
<ul> <li>Designing assessment tools/items</li> </ul>	Report
c. Analyzing assessment results	
d. Regular updating of school forms	
e. Classroom Observation using PPST-COT	
f. ICT Integration	
<ul> <li>g. Adopting appropriate teaching methodologies and learning delivery modes</li> </ul>	
All of the above cited practices are     - 4 points	
evident in the conduct of IS	
	1

<ul> <li>5 to 6 of the above cited practices - 3 points are evident in the conduct of IS</li> </ul>	S
• 3 to 4 of the above cited practices - 2 points	S
are evident in the conduct of IS	
1 to 2 of the above cited practices     - 1 point	
are evident in the conduct of IS	
LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bullying	9
Law Implementation (5 points)	✓ Copy of the Child
The school has implemented the CPP and Anti-	Protection
Bullying Law with the following:	Committee with their
a. Institutionalized an effective child protection	TORs and ACRs
policies and procedures, and monitors	✓ Copy of the School
compliance thereof;	Child Protection
b. Organized a functional Child Protection	Policy and Anti-
Committee (CPC);	2
c. Ensured that all pupils/learners, guardians or	Bullying Law
custodians, visitors and guests are made aware	✓ Approved
-	- 3, -
of the child protection policy;	Design/s and ACR
d. Conducted capacity building activities on child	✓ Copies of Advocacy
protection measures and protocols and anti-	Materials used
bullying;	✓ School Handbook
e. Adopted a student Code of Conduct to be	✓ School Records of
followed by every pupil or learner; and	Cases/complaints
f. 100% of cases/complaints were reported and	under CPP and anti-
acted upon under the CPP and Anti-Bullying	Bullying Law
Law	
• All of the above cited indicators - 5 points	5
<ul> <li>are present</li> <li>One of the above cited indicators - 4 points</li> </ul>	5
is absent	
• Two of the above cited indicators - 3 points	s
are absent	
Three of the above cited indicators - 2 point	S
· · · · · · · · · · · · · · · · · · ·	
are absent	
2. School-Based Feeding Program Implementation	✓ Learners' Nutritional
(3 points)	
· · ·	
<ul> <li>80% - 89.99% of the learner - 2 point</li> </ul>	
<ul> <li>are absent</li> <li>Four of the above cited indicators - 1 point are absent</li> <li>2. School-Based Feeding Program Implementation (3 points)</li> <li>90%-100% of the learner-beneficiaries - 3 point achieved normal status</li> </ul>	<ul> <li>✓ Learners' Nutritional Status (Baseline and</li> </ul>

At least 79% of the learner 1 point beneficiaries achieved normal status	
<ul> <li>3. Disaster Risk Reduction Management (DRRM) Implementation and Institutionalization of RA 9003: Clean and Green Program, Solid Waster Management (3 points)         <ul> <li>90% - 100% of the Comprehensive - 3 points School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul> </li> </ul>	ACR of the Solid Waste Mgt., and picture of MRF
• 79% - 89% of the Comprehensive - 2 points School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented	
<ul> <li>68% - 78% of the Comprehensive - 1 point</li> <li>School Safety Framework (CSSF) and implementation of Solid Waste</li> <li>Management such as segregation of</li> <li>waste materials and provision of</li> <li>Material Recovery Facility (MRF) and</li> <li>Recycling Program implemented</li> </ul>	
<ul> <li>4. Health and Safety (4 points)         <ul> <li>100% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools and the like, before distribution, during, and after retrieval</li> </ul> </li> </ul>	<ul> <li>✓ Pictures/picto- narrative/ video of the activities relative to COVID-19 protocols with ACR</li> </ul>
<ul> <li>95% - 99% implementation of - 3 points COVID-19 Protocols such as setting</li> </ul>	

of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools, and the like, before distribution, during, and after retrieval	
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools, and the like, before distribution, during, and after retrieval</li> </ul>	
<ul> <li>89% and below implementation of - 1 point COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools and the like, before distribution, during, and after retrieval</li> </ul>	
<ul> <li><b>5. DCP Package Utilization (3 points)</b>         Heightened use of DCP Package and other available technologies integrated in the curriculum and implementation on the ICT ingenuities that further improve service of the school with the following indicators:         <ul> <li>a. Presence of document that showed 100% usage of equipment of knowledge embodied in the DCP package.</li> </ul> </li> </ul>	Utilization report of DCP Package by ICT (monthly or quarterly with pictorials), Portfolio of learners' outputs in ICT- related activities, and DCP related activities are present in the SIP/AIP for at least 2 consecutive years

b.	ICT integration in the curriculum p				
	highly conducive and beneficial lea experience to the learner.	arning			
C.	The school implemented initiatives	in the			
	maintenance of ICT.				
•		3 points			
•	•	2 points 1 point			
	-				
	itenance of School facilities and e pints)	quipment		Property Custodian's Accomplishment	
•	90%-100% of school facilities and	- 2 points		Report	
	equipment were properly accounted and maintained				
•	70%-89% of school facilities and equipment were properly	- 1 point			
	accounted and maintained				
C. HUMAN RI	ESOURCE MANAGEMENT AND DE	<b>VELOPMENT</b>	[ [ (10	points)	
1. Provisio	on of L & D (5 points)				
1. Provisio •	on of L & D (5 points) School conducted 8 hours LAC	- 5 points		Memorandum	
1. Provisio •	School conducted 8 hours LAC Sessions per grade level per	- 5 points	✓	LAC Plan/training	
1. Provisio •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year		<b>v</b>	LAC Plan/training designs approved by the Approving	
1. Provisio •	School conducted 8 hours LAC Sessions per grade level per	- 5 points - 4 points	<b>√</b>	LAC Plan/training designs approved by the Approving Authority of the SDO	
1. Provisio •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/		✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per		✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per	- 4 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC Sessions per grade level per		✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC	- 4 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC Sessions per grade level per month & 1 INSET in a year School conducted 4-5 hours LAC	- 4 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC Sessions per grade level per month & 1 INSET in a year	- 4 points - 3 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC Sessions per grade level per month & 1 INSET in a year School conducted 4-5 hours LAC Session per grade level in a month & 1 INSET in a year	- 4 points - 3 points - 2 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	
1. Provisio • • •	School conducted 8 hours LAC Sessions per grade level per month & 2 INSETs in a year School conducted 8 hours LAC Sessions per grade level per month & 1 INSET in a year/ 6 hours SLAC Sessions per Grade level & 2 INSETs in a year School conducted 6-7 hours LAC Sessions per grade level per month & 1 INSET in a year School conducted 4-5 hours LAC Session per grade level in a month	- 4 points - 3 points	✓ ✓	LAC Plan/training designs approved by the Approving Authority of the SDO ACR, Impact evaluation, and other	

2. Attendance of staff to different capability-building	✓ SPPD/School Training			
activities (5 Points)	Needs as approved by SH			
<ul> <li>Point/s Earned = (No. of Staff who attended capability-building activities divided by total number of staff) x 5</li> </ul>	<ul> <li>✓ Training matrix</li> <li>✓ Memo</li> <li>✓ Certificate of Participation/ appearance</li> </ul>			
D. SCHOOL LEADERSHIP, MANAGEMENT, AND OPERATION (15 points)				
<ul> <li>1. Financial Management (5 Points)         <ul> <li>100% liquidation of MOOE and - 5 points other funds submitted at least 3 days before the deadline</li> <li>100% liquidation of MOOE and - 4 points other funds submitted 2 days before the deadline</li> <li>100% liquidation of MOOE and - 3 points other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and - 2 points other funds submitted on the deadline</li> </ul> </li> <li>2. School Improvement Plan (SIP)/AIP (5 points)         <ul> <li>a. Creation and Functionality of SPT</li> <li>b. Alignment of AIP to SIP</li> <li>c. Information dissemination to stakeholders</li> <li>d. Implementation of PAPs</li> <li>e. Quarterly review and adjustment conducted through SMEA</li> </ul> </li> </ul>	<ul> <li>✓ Certification coming from the Division Accountant plus the authenticated liquidation report as of December 31, 2020</li> <li>✓ SIP, AIP,WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>			
<ul> <li>All of the above cited indicators - 5 points are present</li> <li>Four of the above cited indicators - 4 points are present</li> <li>Three of the above cited indicators - 3 points are present</li> <li>Two of the above cited indicators - 2 points are present</li> <li>Only one of the above cited - 1 point indicators is present</li> </ul>				
3. Basic Education–Learning Continuity Plan (BE- LCP) (5 Points)	<ul> <li>✓ BE-LCP</li> <li>Accomplishment</li> <li>Tracking Form</li> </ul>			

100% of the Programs, Project     and Activities were implemented	- 5 points		
<ul> <li>95% - 99% of the Programs, Project and Activities were implemented</li> </ul>	- 4 points		
<ul> <li>90% - 94% of the Programs, Project and Activities were implemented</li> </ul>	- 3 points		
<ul> <li>85% - 89% of the Programs, Project and Activities were implemented</li> </ul>	- 2 points		
<ul> <li>Below 85% of the Programs, Project and Activities were implemented</li> </ul>	- 1 point		
E. PARENTS INVOLVEMENT AND COMMU			
<ol> <li>School-Community Partnership (5 points 90% - 100% of the Learning Support Aides (Parents, LGU paid, and other Volunteers) were actively involved in the Distance Learning Modality implementation</li> </ol>	i <b>ts)</b> - 5 points	<ul> <li>LSA contracts</li> <li>Schedule of Assignments</li> <li>Outputs/Results</li> <li>Accomplishment Report</li> </ul>	*
<ul> <li>80% - 89% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> </ul>	- 4 points		
<ul> <li>70% - 79% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> </ul>	- 3 points		
<ul> <li>60% - 69% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> </ul>	- 2 points		
<ul> <li>Below 60% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> </ul>	- 1 point		

#### 2. Resources generated through Brigada- Eskwela and other resource-generated initiatives (3 points) **ELEMENTARY** ✓ Project Proposal Points Central School ✓ Deed of donations Php200,000.00 and above 3 pts. ✓ Deed of acceptance Php76,000.00 to 199,999.00 2 pts. ✓ BE Report Php75,000 to 75,999.00 1 pt. F. OUTSTANDING/MERITORIOUS ACCOMPLISHMENTS (13 points) 1. SBM Level of Practice (5 points) ✓ SBM Assessment Tool as evaluated and Validation approved by the SBM Level Allotted Points Level Division/Regional III RO 5 points SBM Task Force III Division 3 points ✓ Memorandum/ Π Division 1 point Certificate of Accreditation or level duly signed by SDS/RD 2. SBM-WInS (2.5 points) School's WInS-OMS rating - 2.5 points ✓ SBM-WInS Checklist of 3 Stars duly certified by the • School's WInS-OMS rating - 1.5 points SDO Coordinator and of 2 Stars District Nurse • School's WInS-OMS rating - 0.5 points of 1 Star 3. Rewards and Recognition received by the school $\checkmark$ Plaque/Certificate of for the current Calendar Year (2.5 points) Recognition/ Appreciation/medals - 2.5 points National/International (First Placer or - 2 points Region Champion) - 1.5 points Division ✓ Program • District - 1 point invitation/Memo Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative. 4. Implementation of the School Banner Project (3.0 points) ✓ Ingenuity of the Project - 0.5 point ✓ Project Design/Manual

 This pertains to the nature and originality of the project and the alignment of its

objectives to its target. The project should have great impact to the current needs of the school.	<ul> <li>✓ School Improvement Plan/AIP</li> <li>✓ Project Implementation Plan</li> <li>✓ Resource Generated for School Banner Project implementation</li> </ul>
<ul> <li>Advocacy Strategies -0.</li> <li>This pertains to the various strategies undertaken by the School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.</li> </ul>	5 point ✓ ACR (with highlights of stake holders' involvement ✓ School Performance Indicators ✓ Customers' Feedback
<ul> <li>Impact to School Performance - 1</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	l point ✓ Project Implementation Plan
<ul> <li>Accomplishments relative to - 1 School Banner Project Implementation</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	point✓SMEA Results on School Banner Implementation ✓✓Value Added Accomplishments

## SEARCH FOR THE MOST OUTSTANDING ELEMENTARY SCHOOL (MONOGRADE SCHOOL, NON-CENTRAL CATEGORY)

Name of School:	SDO:
School Head:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 Points)		
(Performance Indicator for the last two [2] years )		-
(Performance Indicator for the last two [2] years )1. Drop-out Rate (4 points)• Zero (0) drop -out from the baseline data from year to year in 2 years• 0.01% -1% drop-out from the baseline data from year to year in 2 years• 1.01% - 2% drop-out from the baseline data from year to year in 2 years• 3% & above drop-out from the baseline data from year to year in 2 years• 3% & above drop-out from the baseline data from year to year in 2 years• 1 pt.2. Cohort Survival Rate (3 points) Baseline:75%• High: At least 10% increase or at 	<ul> <li>✓ Secure Certification on the Drop-out Rate, CSR, and CR for the last two (2) years coming from the SDO Planning Officer or data generated from the LIS/EBEIS</li> </ul>	
<ul> <li>Average: at least 7% increase - 2 pts.</li> <li>Marginal: at least 5% increase - 1 pt.</li> </ul>		
<ul> <li>4. School Academic Performance /Average Grades of Learners (5 points)</li> <li>Average grades of learners for the last two (2) year (SY 2019-2020 and SY 2020-2021) x 0.05</li> </ul>	Signed SF 7	
<ul> <li>5. School Literacy Rate/Improved Reading Level (5 points)</li> <li>90-100% of the learners are at least Instructional Readers - 5 pts.</li> <li>80% - 89.99% of the learners are at least Instructional Readers - 4 pts.</li> <li>70% - 79.99% of the learners are at least Instructional Readers - 3 pts.</li> <li>60% - 69.99% of the learners are at</li> </ul>	<ul> <li>✓ Consolidated Phil-IRI Result (Pre and Post Tests)</li> </ul>	

least Instructional Readers	– 2 pts.			
<ul> <li>At least 59% of the learners are at</li> </ul>				
Instructional Readers	– 1 pt.			
6. School Numeracy Rate (Improved Nume	racy Level)	✓	Consolidated	
(5 points)			Numeracy	
• 90-100% of the learners are highly	_		Assessment Result	
numerates	– 5 pts.		(Pre and Post Tests)	
• 80% - 89.99% of the learners are	_			
highly numerates	– 4 pts.			
• 70% - 79.99% of the learners are				
highly numerates	– 3 pts.			
• 60% - 69.99% of the learners are				
highly numerates	– 2 pts.			
At least 59% of the learners are highly				
numerates	– 1 pt.			
7. Percentage of Learners who Completely	Complied	✓	Distribution and	
the SLMs/LAS (5 Points)			retrieval Log Sheet/s	
100% of the learners have completely	_	✓	Validated SMEA	
complied the SLMs/LAS	– 5 pts.		Report	
• 95% - 99% of the learners have				
completely complied the SLMs/LAS	– 4 pts.			
• 90% - 94% of the learners have	-			
completely complied the SLMs/LAS	– 3 pts.			
• 85% - 89% of the learners have	_			
completely complied the SLMs/LAS	– 2 pts.			
Below 85% of the learners have				
completely complied the SLMs/LAS	– 1 pt.			
8. Instructional Supervision (IS) (4 points)		~	Validated	
Teachers were supervised, coached, and m			Instructional	
the following K to 12 curriculum Impl			Supervisory	
practices based on monthly supervisory pl	an:		Report/Monthly	
a. DLL/DLP, SLM and LAS preparation			Accomplishment	
b. Designing assessment tools/items			Report	
c. Analyzing assessment results				
d. Regular updating of school forms				
e. Classroom Observation using PPST-COT				
f. ICT Integration				
g. Adopting appropriate teaching methodo	ologies and			
learning delivery modes				
All of the above cited practices are				
evident in the conduct of IS	- 4 pts			
• 5 to 6 of the above cited practices are	<b>.</b>			
evident in the conduct of IS	- 3 pts			

<ul> <li>3 to 4 of the above cited practices are evident in the conduct of IS - 2 pts</li> </ul>	
<ul> <li>1 to 2 of the above cited practices are evident in the conduct of IS - 1 pt.</li> </ul>	
B. LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bullying	
<ul> <li>Law Implementation (5 points) <ul> <li>The school has implemented the CPP and Anti-Bullying Law with the following:</li> <li>a. Institutionalized an effective child protection policies and procedures, and monitors compliance thereof;</li> <li>b. Organized a functional Child Protection Committee (CPC);</li> <li>c. Ensured that all pupils/learners, guardians or custodians, visitors, and guests are made aware of the child protection policy;</li> <li>d. Conducted capacity building activities on child protection measures and protocols and antibullying;</li> <li>e. Adopted a student Code of Conduct to be followed by every pupil or learner; and</li> </ul> </li> </ul>	<ul> <li>Copy of the Child Protection Committee with their TORs and ACRs</li> <li>Copy of the School Child Protection Policy and Anti- Bullying Law</li> <li>Approved Training Design/s and ACR</li> <li>Copies of Advocacy Materials used</li> <li>School Handbook</li> <li>School Records of Cases/complaints under CPP and anti-</li> </ul>
<ul> <li>f. 100% of cases/complaints were reported and acted upon under the CPP and Anti-Bullying Law</li> <li>All of the above cited indicators are present - 5 pts.</li> <li>One of the above cited indicators is absent - 4 pts.</li> <li>Two of the above cited indicators are absent - 3 pts.</li> <li>Three of the above cited indicators are absent - 2 pts.</li> <li>Four of the above cited indicators are absent - 1 pt.</li> </ul>	Bullying Law
<ul> <li>2. School-Based Feeding Program Implementation         <ul> <li>(3 points)</li> <li>90%-100% of the learner-beneficiaries</li></ul></li></ul>	<ul> <li>✓ Learners' Nutritional Status (Baseline and End line Data)</li> </ul>

beneficiaries achieved normal		
	– 1 pt <b>.</b>	
<ul> <li>3. Disaster Risk Reduction Management Implementation and Institutionalization of R Clean and Green Program, Solid Waste Mana (3 points) <ul> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> <li>79% - 89% of the Comprehensive</li> </ul></li></ul>	A 9003:	<ul> <li>✓ Completed CSSF, ACR of the Solid Waste Mgt., and picture of MRF</li> </ul>
<ul> <li>School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> <li>68% - 78% of the Comprehensive</li> </ul>	- 2 pts.	
School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented	- 1 pt.	
<ul> <li>4. Health and Safety (4 points)         <ul> <li>100% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools, and the like, before distribution, during, and</li> </ul> </li> </ul>		<ul> <li>Pictures/picto narrative/video of the activities relative to COVID-19 protocols with ACR</li> </ul>
after retrieval	- 4 pts.	

<ul> <li>95% - 99% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools and the like, before distribution, during, and after retrieval</li> </ul>	- 3 pts.
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools and the like, before distribution, during, and after retrieval</li> </ul>	- 2 pts.
<ul> <li>89% and below implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules, tools and the like, before distribution, during, and after retrieval</li> </ul>	- 1 pt.
<b>5. DCP Package Utilization (3 points)</b> Heightened use of DCP Package and other technologies integrated in the curricul implementation on the ICT ingenuities tha improve service of the school with the t indicators:	um and or quarterly with t further pictorials), Portfolio of

<ul> <li>a. Presence of document that showed 100% usage of equipment of knowledge embodied in the DCP package.</li> <li>b. ICT integration in the curriculum produced a highly conducive and beneficial learning experience to the learner.</li> <li>c. The school implemented initiatives in the maintenance of ICT.</li> <li>All indicators were met - 3 pts.</li> <li>Only 2 indicators were met - 2 pts.</li> <li>Only 1 indicator was met - 1 pt.</li> </ul>	present in the SIP/AIP for at least 2 consecutive years
<ul> <li>6. Maintenance of School facilities and equipment (2 points)         <ul> <li>90%-100% of school facilities and equipment were properly accounted and maintained</li> <li>2 pts.</li> </ul> </li> <li>70%-89% of school facilities and equipment were properly accounted and maintained</li> <li>1 pt.</li> </ul>	<ul> <li>✓ Property Custodian's Accomplishment Report</li> </ul>
C. HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT	(10 points)
<ul> <li>1. Provision of L &amp; D (5 points) <ul> <li>School conducted 8 hours LAC</li> <li>Sessions per grade level per month &amp; 2 INSETs in a year - 5 pts.</li> </ul> </li> <li>School conducted 8 hours LAC</li> <li>Sessions per grade level per month &amp; 1 INSET in a year/6 hours SLAC Sessions per grade level per grade level &amp; 2 INSETs in a year -4 pts.</li> <li>School conducted 6-7 hours LAC</li> <li>School conducted 6-7 hours LAC</li> <li>Sessions per grade level per month &amp; 1 INSET in a year -4 pts.</li> </ul> <li>School conducted 6-7 hours LAC</li> <li>Sessions per grade level per month &amp; 1 INSET in a year -3 pts.</li> <li>School conducted 4-5 hours LAC</li> <li>Session per grade level in a month &amp; 1 INSET in a year -2 pts.</li> <li>School conducted 2-3 hours LAC</li>	<ul> <li>✓ Memorandum</li> <li>✓ LAC Plan/training designs approved by the Approving Authority of the SDO</li> <li>✓ ACR, Impact evaluation, and other M&amp;E Tools</li> </ul>

& no provision of INSET – 1 pt.	
2. Attendance of staff to National, Regional, Division,	✓ SPPD/School Training
District Level Virtual or Face-to-Face seminar,	Needs as approved
workshops, and trainings (5 Points)	by SH
	✓ Training matrix
<ul> <li>(No. of Staff who attended seminar/trainings</li> </ul>	✓ Memo
divided by total number of staff) x allotted	Certificate of
points	Participation/
	appearance
D. SCHOOL LEADERSHIP, MANAGEMENT, AND OPERATION	
1. Financial Management (5 Points)	<ul> <li>Certification coming</li> </ul>
<ul> <li>100% liquidation of MOOE and</li> </ul>	from the Division
other funds submitted at least	Accountant plus the
3 days before the deadline – 5 pts.	authenticated
	liquidation report as
<ul> <li>100% liquidation of MOOE and</li> </ul>	of December 31,
other funds submitted 2 days	2020
before the deadline – 4 pts.	2020
before the deadline – 4 pts.	
<ul> <li>100% liquidation of MOOE and</li> </ul>	
other funds submitted 1 day	
before the deadline – 3 pts.	
before the deadline - 5 pts.	
<ul> <li>100% liquidation of MOOE and</li> </ul>	
other funds submitted on the	
deadline – 2 pts.	
2. School Improvement Plan/AIP (5 points)	✓ SIP, AIP,WFP/APP
a. Creation and Functionality of SPT	✓ Attendance of
b. Alignment of AIP to SIP	stakeholders, SPT,
c. Information dissemination to stakeholders	Program managers
d. Implementation of PAPs	✓ ACR
e. Quarterly review and adjustment conducted	✓ SRC
through SMEA	✓ SMEA
All of the above cited indicators are	
present - 5 pts.	
<ul> <li>Four of the above cited indicators is</li> </ul>	
present - 4 pts.	
Three of the above cited indicators are	
present - 3 pts.	
<ul> <li>Two of the above cited indicators are</li> </ul>	
present - 2 pts.	
Only one of the above cited indicators     is present	
is present - 1 pt.	

<ul> <li>3. Basic Education–Learning Continuity (5 Points)</li> <li>100% of the Programs, Project and Activities were implemented</li> <li>95% - 99% of the Programs, Proand Activities were implemented</li> <li>90% - 94% of the Programs, Proand Activities were implemented</li> <li>85% - 89% of the Programs, Programs</li></ul>	<ul> <li>✓ BE-LCP Accomplishment Tracking Form</li> <li>ject 1 - 4 pts.</li> <li>ject 1 - 3 pts.</li> </ul>
<ul> <li>and Activities were implemented</li> <li>Below 85% of the Programs, Program Activities were implemented</li> </ul>	i – 2 pts. ject
<b>E. PARENTS INVOLVEMENT AND COMMUNI</b>	TY PARTNERSHIP (8 points)
<ol> <li>School-Community Partnership. (5 po 90% - 100% of the Learning Sup Aides (Parents, LGU paid, and ot Volunteers) are actively involved the Distance Learning Modality implementation</li> </ol>	port ✓ Schedule of her Assignments
<ul> <li>80% - 89% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Dista Learning Modality implementati</li> <li>70% - 79% of the LSAs (Parents,</li> </ul>	nce
LGU paid, and other Volunteers) are actively involved in the Dista Learning Modality implementati	nce
<ul> <li>60% - 69% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Dista Learning Modality implementation</li> </ul>	nce
<ul> <li>Below 60% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Dista Learning Modality implementation</li> </ul>	nce

er resource	enerated throu -generated init	tiatives (3 points)				
ELE	MENTARY	_				
Non-C	entral School	Points		✓	Project Proposal	
Php75,000	.00 and above	3 pts.		√	Deed of donations	
Php50,000	to 74,999.00	2 pts.		✓	Deed of acceptance	
Php25,000	to 49,999.00	1 pt.		✓	BE Report	
	/MERITORIOUS		NTS (13 r	ooi	nts)	<u> </u>
	f Practice (5 pc					
r	1		_	✓	SBM Assessment Tool	
SBM	Validation	Allotted Points			as evaluated and	
Level	Level	Anotted Points			approved by the	
III	RO	5 points			Division/Regional	
III	Division	3 points	<b> </b>		SBM Task Force	
II	Division	1 point	7	✓		
L	I	· ·	<b>→</b>		Accreditation or level	
					duly signed by the SDS/RD	
					505,110	
<ul><li>Scho</li><li>Scho</li></ul>	ool's WInS-OMS ool's WInS-OMS	rating of 3 Stars – 7 rating of 2 Stars – rating of 1 Star – (	1.5 pts. ).5 pts.	✓	SBM-WInS Checklist duly certified by the SDO Coordinator and District Nurse	
Scho     Scho     Scho     Scho     current Cal	ool's WInS-OMS ool's WInS-OMS d Recognition r lendar Year (2.)	rating of 2 Stars – rating of 1 Star – ( received by the sch 5 points) – 2 – 2 – 1	1.5 pts. ).5 pts.	✓ ✓	duly certified by the SDO Coordinator and	
<ul> <li>Schole</li> <li>Schole</li> <li>Schole</li> <li>Schole</li> <li>Schole</li> <li>Region</li> <li>Nationa</li> <li>Region</li> <li>Division</li> <li>Division</li> <li>District</li> </ul> Note: <ul> <li>Points ear</li> <li>the allotte</li> <li>For same</li> <li>earned shale</li> </ul>	ool's WInS-OMS ool's WInS-OMS <b>d Recognition r</b> <b>dendar Year (2.</b> al/International al <i>n</i> <i>med are cumula</i> <i>d points for the</i> <i>awards received</i> <i>all be based on a</i> <i>wernance level.</i>	rating of 2 Stars – rating of 1 Star – ( received by the sch 5 points) – 2 – 1 – 1 <i>tive but not to excee</i>	1.5 pts. 0.5 pts. <b>ool for</b> 2.5 pts. 0.0 pts. 1.5 pts. 0 pt. <i>o</i> pt. <i>ed</i> <i>points</i> <i>in the</i>	✓	duly certified by the SDO Coordinator and District Nurse Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion) Program	
<ul> <li>Scho</li> <li>Nationa</li> <li>Nationa</li> <li>Region</li> <li>Divisior</li> <li>Region</li> <li>Divisior</li> <li>Divisio</li></ul>	ool's WInS-OMS ool's WInS-OMS <b>d Recognition r</b> <b>dendar Year (2.</b> al/International al/International <i>an</i> <i>med are cumula</i> <i>d points for the</i> <i>awards received</i> <i>all be based on t</i> <i>vernance level.</i> <i>tive.</i>	rating of 2 Stars – rating of 1 Star – ( received by the sch 5 points) – 2 – 1 – 1 – 1 tive but not to excee criterion. I in a calendar year, j the award received i	1.5 pts. 0.5 pts. <b>ool for</b> 2.5 pts. 0 pts. 1.5 pts. 0 pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt.	✓	duly certified by the SDO Coordinator and District Nurse Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion) Program	
<ul> <li>Scho</li> <li>Scho</li> <li>Scho</li> <li>Scho</li> <li>Scho</li> <li>Rewards and current Cal</li> <li>Nationa</li> <li>Region</li> <li>Divisior</li> <li>Divisior</li> <li>District</li> </ul> Note: <ul> <li>a. Points ear</li> <li>the allotte</li> <li>b. For same</li> <li>earned sha</li> <li>highest go</li> <li>are cumula</li> </ul>	ool's WInS-OMS ool's WInS-OMS <b>d Recognition r</b> <b>dendar Year (2.</b> al/International al/International <i>an</i> <i>med are cumula</i> <i>d points for the</i> <i>awards received</i> <i>all be based on t</i> <i>vernance level.</i> <i>tive.</i>	rating of 2 Stars – rating of 1 Star – ( received by the sch 5 points) – 2 – 2 – 1 – 1 tive but not to excee criterion. If in a calendar year, f the award received i Otherwise, points e	1.5 pts. 0.5 pts. <b>ool for</b> 2.5 pts. 0 pts. 1.5 pts. 0 pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt. <i>o</i> pt.	✓	duly certified by the SDO Coordinator and District Nurse Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion) Program	

great impact to the current needs of the School.	<ul> <li>✓ Project Implementation Plan</li> <li>✓ Resource Generated for School Banner Project implementation</li> </ul>
<ul> <li>Advocacy Strategies – 0.5 pt.</li> <li>This pertains to the various strategies undertaken by the School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.</li> </ul>	<ul> <li>✓ ACR (with highlights of stake holders' involvement</li> <li>✓ School Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>✓ Impact to School Performance – 1.0 pt.</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	<ul> <li>✓ Project Implementation Plan</li> </ul>
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation -1.0 pt.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING ELEMENTARY SCHOOL (MULTIGRADE SCHOOL)

Name of School:	SDO:
School Head:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 points)		
(Performance Indicator for the last two [2] years )		
<ul> <li>(Performance Indicator for the last two [2] years)</li> <li>1. Drop-out Rate (4 points) <ul> <li>Zero (0) drop -out from the baseline data from year to year in 2 years</li> <li>0.01% -1% drop-out from the baseline data from year to year in 2 years</li> <li>1.01% - 2% drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>2. Cohort Survival Rate (3 points) Baseline:75%</li> <li>High: At least 10% increase or at least 95% CSR</li> <li>Average: At least 7% increase</li> <li>1 pt.</li> </ul> </li> </ul>	<ul> <li>✓ Secure Certification on the Drop-out Rate, CSR, and CR for the last two (2) years coming from the SDO Planning Officer or data generated from the LIS/EBEIS</li> </ul>	
3. Completion Rate (3 points)         Baseline:75%         • High: at least 10% increase or at         least 95% CR       - 3 pts.         • Average: at least 7% increase       - 2 pts.         • Marginal: at least 5% increase       - 1 pt.		
<ul> <li>4. School Academic Performance /Average Grades of Learners (5 points)</li> <li>Average grades of learners for the last two (2) year (SY 2019-2020 and SY 2020-2021) x 0.05</li> </ul>	Signed SF 7	
<ul> <li>5. School Literacy Rate/Improved Reading Level (5 points) <ul> <li>90-100% of the learners are at least Instructional Readers</li> <li>80% - 89.99% of the learners are at least Instructional Readers</li> <li>70% - 79.99% of the learners are at least Instructional Readers</li> <li>70% - 69.99% of the learners are at least Instructional Readers</li> <li>60% - 69.99% of the learners are at</li> </ul> </li> </ul>	<ul> <li>✓ Consolidated Phil-IRI Result (Pre and Post Tests)</li> </ul>	

		1		
least Instructional Readers	– 2 pts.			
• At least 59% of the learners are at				
Instructional Readers	– 1 pt.			
6. School Numeracy Rate (Improved Nume	✓	Consolidated		
(5 points)			Numeracy	
<ul> <li>90-100% of the learners are highly</li> </ul>			Assessment Result	
numerates	– 5 pts.		(Pre and Post Tests)	
• 80% - 89.99% of the learners are				
highly numerates	– 4 pts.			
• 70% - 79.99% of the learners are				
highly numerates	– 3 pts.			
• 60% - 69.99% of the learners are				
highly numerates	– 2 pts.			
At least 59% of the learners are				
highly numerates	– 1 pt.			
7. Percentage of Learners who Completel	y Complied	$\checkmark$	Distribution and	
the SLMs/LAS (5 Points)			retrieval Log Sheet/s	
• 100% of the learners have completely		$\checkmark$	Validated SMEA	
complied the SLMs/LAS	– 5 pts.		Report	
• 95% - 99% of the learners have				
completely complied the SLMs/LAS	– 4 pts.			
• 90% - 94% of the learners have				
completely complied the SLMs/LAS	– 3 pts.			
• 85% - 89% of the learners have				
completely complied the SLMs/LAS	– 2 pts.			
Below 85% of the learners have				
completely complied the SLMs/LAS	– 1 pt.			
8. Instructional Supervision (IS) (4 points)		✓	Validated	
Teachers were supervised, coached, and n	nentored on		Instructional	
the following K to 12 curriculum Imp			Supervisory	
practices based on monthly supervisory p			Report/Monthly	
a. DLL/DLP, SLM and LAS preparation			Accomplishment	
b. Designing assessment tools/items			Report	
c. Analyzing assessment results				
d. Regular updating of school forms				
e. Classroom Observation using PPST-COT				
f. ICT Integration				
g. Adopting appropriate teaching method	ologies and			
learning delivery modes	5			
All of the above cited practices are				
evident in the conduct of IS	- 4 pts.			
<ul> <li>5 to 6 of the above cited practices are</li> </ul>	. p. co.			
evident in the conduct of IS	- 3 pts.			

<ul> <li>3 to 4 of the above cited practices are evident in the conduct of IS</li> </ul>	pts.
• 1 to 2 of the above cited practices are	
evident in the conduct of IS - 1	pt.
B. LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bu	llying
Law Implementation (5 points)	✓ Copy of the Child
The school has implemented the CPP and Anti	i- Protection
Bullying Law with the following:	Committee with their
a. Institutionalized an effective child protection	n TORs and ACRs
policies and procedures, and monitors	✓ Copy of the School
compliance thereof;	Child Protection
b. Organized a functional Child Protection	Policy and Anti-
Committee (CPC);	Bullying Law
c. Ensured that all pupils/learners, guardians o	
custodians, visitors, and guests are made a	
of the child protection policy;	✓ Copies of Advocacy
d. Conducted capacity building activities on ch	
protection measures and protocols and anti	
bullying;	✓ School Records of
e. Adopted a student Code of Conduct to be	Cases/complaints
followed by every pupil or learner; and	under CPP and anti-
f. 100% of cases/complaints were reported and	
acted upon under the CPP and Anti-Bullying	, , ,
<ul> <li>All of the above cited indicators are</li> </ul>	
present - 5	nts
<ul> <li>One of the above cited indicators is</li> </ul>	μts.
absent - 4 r	ots
<ul> <li>Two of the above cited indicators are</li> </ul>	
absent - 3 r	nts
<ul> <li>Three of the above cited indicators are</li> </ul>	
absent - 2 r	nts
<ul> <li>Four of the above cited indicators are</li> </ul>	
absent - 1	ot
2. School-Based Feeding Program Implementation	ion ✓ Learners' Nutritional
(3 points)	Status (Baseline and
<ul> <li>90%-100% of the learner-</li> </ul>	End line Data)
Beneficiaries achieved	
	3 pts.
• 80% - 89.99% of the learner-	
beneficiaries achieved normal	
	2 pts.
• At least 79% of the learner-	

beneficiaries achieved normal		
status	– 1 pt <b>.</b>	
Status	· p.	
3. Disaster Risk Reduction Management Implementation and Institutionalization of F Clean and Green Program, Solid Waste Mana	RA 9003:	<ul> <li>✓ Completed CSSF, ACR of the Solid Waste Mgt., and</li> </ul>
(3 points)		picture of MRF
<ul> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste</li> </ul>		
Management such as segregation of waste materials and provision of		
Material Recovery Facility (MRF) and		
Recycling Program implemented	- 3 pts.	
<ul> <li>79% - 89% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of</li> </ul>		
waste materials and provision of		
Material Recovery Facility (MRF) and		
Recycling Program implemented	- 2 pts.	
<ul> <li>68% - 78% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul>	- 1 pt.	
4. Health and Safety (4 points)		✓ Pictures/picto
<ul> <li>100% implementation of COVID-19</li> </ul>		narrative/video of the
Protocols such as setting of hand-		activities relative to
washing facilities, thermal scanner at		COVID-19 protocols
the entrance, putting up of triage,		with ACR
provision of PPEs such as facemask and		
face shield to employees, regular		
disinfection of school facilities,		
disinfection of modules, tools and the		
like, before distribution, during, and after retrieval	- 4 pts.	
	- 4 pts.	
• 95% - 99% implementation of		
COVID-19 Protocols such as setting		
of hand-washing facilities, thermal		

scanner at the entrance, putting up	
of triage, provision of PPEs such as	
facemask and face shield to employees,	
regular disinfection of school	
facilities, disinfection of modules,	
tools and the like, before distribution,	
during, and after retrieval - 3 pts	
• 90% 94% implementation of	
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting</li> </ul>	
of hand-washing facilities, thermal	
scanner at the entrance, putting up	
of triage, provision of PPEs such as	
facemask and face shield to employees,	
regular disinfection of school	
facilities, disinfection of modules,	
tools and the like, before distribution,	
during, and after retrieval - 2 pts	•
89% and below implementation of	
COVID-19 Protocols such as setting	
of hand-washing facilities, thermal	
scanner at the entrance, putting up	
of triage, provision of PPEs such as	
facemask and face shield to	
employees, regular disinfection of	
school facilities, disinfection of	
modules, tools and the like, before	
distribution, during, and after	
retrieval - 1 pt.	
5. DCP Package Utilization (3 points)	Utilization report of DCP
Heightened use of DCP Package and other available	Package by ICT (monthly
technologies integrated in the curriculum and	
implementation on the ICT ingenuities that furthe	
improve service of the school with the following	•
indicators:	related activities, and
a. Presence of document that showed 100%	DCP related activities are
usage of equipment of knowledge embodied in	present in the SIP/AIP for
the DCP package.	at least 2 consecutive
b. ICT integration in the curriculum produced a	years
highly conducive and beneficial learning	
experience to the learner.	
c. The school implemented initiatives in the	
maintenance of ICT.	
L	

<ul> <li>All indicators were met -3 pts.</li> <li>Only 2 indicators were met -2 pts.</li> <li>Only 1 indicator was met -1 pt.</li> </ul> 6. Maintenance of School facilities and equipment (2 points) <ul> <li>90%-100% of school facilities and equipment were properly accounted and maintained -2 pts.</li> </ul>	
<ul> <li>Only 2 indicators were met - 2 pts.</li> <li>Only 1 indicator was met -1 pt.</li> <li>6. Maintenance of School facilities and equipment (2 points)         <ul> <li>90%-100% of school facilities and equipment were properly accounted</li> <li>✓ Property Custodian's Accomplishment Report</li> </ul> </li> </ul>	
<ul> <li>Only 1 indicator was met - 1 pt.</li> <li>6. Maintenance of School facilities and equipment (2 points)         <ul> <li>90%-100% of school facilities and equipment were properly accounted</li> <li>✓ Property Custodian's Accomplishment Report</li> </ul> </li> </ul>	
6. Maintenance of School facilities and equipment (2 points)       ✓       Property Custodian's Accomplishment         •       90%-100% of school facilities and equipment were properly accounted       Report	
points)Accomplishment• 90%-100% of school facilities and equipment were properly accountedReport	
points)Accomplishment• 90%-100% of school facilities and equipment were properly accountedReport	
90%-100% of school facilities and Report equipment were properly accounted	
equipment were properly accounted	
70%-89% of school facilities and	
equipment were properly accounted	
and maintained - 1 pt.	
C. HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT (10 points)	
1. Provision of L & D (5 points)	
School conducted 8 hours LAC     ✓ Memorandum	
Sessions per grade level per month ✓ LAC Plan/training	
& 2 INSETs in a year - 5 pts. designs approved by	
School conducted 8 hours LAC     Authority of the SDO	
Sessions per grade level per month $\checkmark$ ACR, Impact	
& 1 INSET in a year/6 hours SLAC evaluation, and other	
Sessions per grade level & 2 INSETs M&E Tools	
in a year - 4 pts.	
School conducted 6-7 hours LAC	
Sessions per grade level per month	
& 1 INSET in a year – 3 pts.	
School conducted 4-5 hours LAC	
Session per grade level in a month	
& 1 INSET in a year – 2 pts.	
School conducted 2-3 hours LAC	
Session per grade level in a month	
& no provision of INSET – 1 pt.	
2 Attendence of staff to National Designal Division (CDDD/CLULT	
2. Attendance of staff to National, Regional, Division, ✓ SPPD/School Training District Level Virtual or Face-to-Face seminar, Needs as approved	
workshops, and trainings (5 Points) by SH	
✓ Training matrix	
✓ Memo	

<ul> <li>(No. of Staff who attended semina divided by total number of staff) points</li> </ul>	Certificate of Participation/ appearance		
D. SCHOOL LEADERSHIP, MANAGEMENT, AND C	I (15 points)		
<ul> <li>D. SCHOOL LEADERSHIP, MANAGEMENT, AND C</li> <li>1. Financial Management (5 Points) <ul> <li>100% liquidation of MOOE and other funds submitted at least 3 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 2 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul> </li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul>	– 5 pts. – 4 pts. – 3 pts. – 2 pts.	<ul> <li>✓ Certification coming from the Division Accountant indicating the date of the deadline of liquidation plus the authenticated liquidation report as of December 31, 2020</li> </ul>	
<ul> <li>2. School Improvement Plan/AIP (5 points)         <ul> <li>a. Creation and Functionality of SPT</li> <li>b. Alignment of AIP to SIP</li> <li>c. Information dissemination to stake</li> <li>d. Implementation of PAPs</li> <li>e. Quarterly review and adjustment of through SMEA</li> </ul> </li> <li>All of the above cited indicators are</li> </ul>		<ul> <li>✓ SIP, AIP, WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>	
<ul> <li>present</li> <li>Four of the above cited indicators is present</li> <li>Three of the above cited indicators are present</li> <li>Two of the above cited indicators are present</li> <li>Only one of the above cited indicators is present</li> </ul>	- 5 pts. - 4 pts. - 3 pts. - 2 pts. - 1 pt.		
<ul> <li>3. Basic Education–Learning Continuity Plan (5 Points)</li> <li>100% of the Programs, Project</li> </ul>	n (BE-LCP)	<ul> <li>✓ BE-LCP</li> <li>Accomplishment</li> <li>Tracking Form</li> </ul>	

	and Activities were implemented	– 5 pts.		
•	95% - 99% of the Programs, Project			
	and Activities were implemented	– 4 pts.		
•	90% - 94% of the Programs, Project			
	and Activities were implemented	– 3 pts.		
•	85% - 89% of the Programs, Project			
	and Activities were implemented	– 2 pts.		
•	Below 85% of the Programs, Project			
	and Activities were implemented	– 1 pt.		
E. PARENTS	INVOLVEMENT AND COMMUNITY P	ARTNERS	HIP (8 points)	
1. Schoo	I-Community Partnership. (5 points)		✓ LSA contracts	*
•	90% - 100% of the Learning Support		✓ Schedule of	
	Aides (Parents, LGU paid, and other		Assignments	
	Volunteers) are actively involved in		✓ Outputs/Results	
	the Distance Learning Modality		✓ Accomplishment	
	implementation	– 5 pts.	Report	
•	80% - 89% of the LSAs (Parents,			
	LGU paid, and other Volunteers)			
	are actively involved in the Distance			
	Learning Modality implementation	– 4 pts.		
•	70% - 79% of the LSAs (Parents,			
	LGU paid, and other Volunteers)			
	are actively involved in the Distance			
	Learning Modality implementation	– 3 pts.		
•	60% - 69% of the LSAs (Parents,			
	LGU paid, and other Volunteers)			
	are actively involved in the Distance			
	Learning Modality implementation	– 2 pts.		
•	Below 60% of the LSAs (Parents,			
	LGU paid, and other Volunteers)			
	are actively involved in the Distance			
	Learning Modality implementation	– 1 pt.		
	-	vela and		*
	Learning Modality implementation rces generated through Brigada- Esky	vela and	<ul> <li>✓ Project Proposal</li> </ul>	*

		MENTARY	Po	ints		✓		
	Multi-Grade					✓	BE Report	
	Php50,000.00 and above		3 p		_			
	Php30,000 to 49,999.00		2 p					
	Php20,000 t	o 29,999.00	1 p	t.				
F. OUT	<b>STANDING</b>	MERITORIOUS	АССОМР	LISHMENT	<mark>S - 13</mark>	B PO	INTS	
		of Practice (5 pc						
		••	2			$\checkmark$	SBM Assessment Tool	
	SBM	Validation	A 11				as evaluated and	
	Level	Level	Allotte	ed Points			approved by the	
	III	RO	5 p	oints			Division/Regional	
	III	Division		oints			SBM Task Force	
	II	Division		point		$\checkmark$	Certificate of	
			I		1		Accreditation or level	
							duly signed by the	
							SDS/RD	
2	. SBM-WInS	(2.5 points)					- ,	
		ol's WInS-OMS r	ating of 3	Stars – 2.5	pts.	$\checkmark$	SBM-WInS Checklist	
		ol's WInS-OMS r	-				duly certified by the	
		ol's WInS-OMS r					SDO Coordinator and	
	e ente		ating of 1	0.0	p		District Nurse	
3	Rewards an	d Recognition r	eceived l	ov the scho	പ	✓		
	3. Rewards and Recognition received by the school for the current Calendar Year (2.5 points)					Recognition/		
			( P	,			Appreciation/medals	
	Nationa	l/International		- 2.5	pts.		(First Placer or	
	Region			- 2.0	•		Champion)	
	Division			– 1.5	•	$\checkmark$	Program	
	• District			- 1.0	•	•	invitation/Memo	
					•		invitation, memo	
	Note:							
	a. Points earr	ned are cumulati	ve but no	t to exceed				
	the allotted	d points for the c	riterion.					
	b. For same a	wards received i	in a calend	dar year, pol	ints			
	earned sha	ll be based on th	e award i	eceived in t	he			
	highest gov	ernance level. (	Otherwise,	points earr	ned			
	are cumulative.							
4	4. Implementation of the School Banner Project (3.0							
р	points)				$\checkmark$	Project		
	✓ Ingenuit	ty of the Project	t	- 0.5	pt.		Design/Manual	
	<ul> <li>This pertains to the nature and</li> </ul>				$\checkmark$	501001		
	originality of the project and the				Improvement			
		nment of its ob					Plan/AIP	
		et. The project				$\checkmark$	Project	
		at impact to the	e current	needs			Implementation	
	of ti	he School.					Plan	

	<ul> <li>✓ Resource Generated for School Banner Project implementation</li> </ul>
<ul> <li>Advocacy Strategies – 0.5 p</li> <li>This pertains to the various strategies undertaken by the School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.</li> </ul>	ot. ✓ ACR (with highlights of stake holders' involvement ✓ School Performance Indicators ✓ Customers' Feedback
<ul> <li>✓ Impact to School Performance – 1.0</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	pt. ✓ Project Implementation Plan
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation -1.0</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING SCHOOL (JUNIOR HIGH SCHOOL)

Name of Schoo	วเ:	SDO:	
School Head: _			

CRITERIA/INDICATORS		MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 points)			
(Performance Indicator for the last two (2) yea	ars )		
<ul> <li>1. Drop-out Rate (4 points) <ul> <li>Zero (0) drop -out from the baseline data from year to year in 2 years</li> <li>0.01% -1% drop-out from the baseline data from year to year in 2 years</li> <li>1.01% - 2% drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years</li> <li>Average: At least 10% increase or at least 95% CSR</li> <li>High: at least 10% increase or at least 95% CR</li> <li>High: at least 10% increase or at least 95% CR</li> </ul> </li> </ul>	- 4 pts. - 3 pts. - 2 pts. - 1 pt. 3 pts. - 1 pt. 3 pts.	✓ Secure Certification on the Drop-out Rate, CSR, and CR for the last two (2) years coming from the SDO Planning Officer or data generated from the LIS/EBEIS	
-	2 pts. 1 pt.		
<ul> <li>4. School Academic Performance /Average Grades of learners (5 points)</li> <li>Average grades of learners for the last two (SY 2019-2020 and SY 2020-2021) x 0.05</li> </ul>		<ul> <li>✓ Accomplished and Signed SF 7</li> <li>✓ Average Grades of Learners generated from the LIS</li> </ul>	
<ul> <li>80% - 89.99% of the learners are at least Instructional Readers –</li> <li>70% - 79.99% of the learners are at</li> </ul>	vel - 5 pts. - 4 pts. - 3 pts.	<ul> <li>✓ Consolidated Phil-IRI Result (Pre and Post Tests)</li> </ul>	

		r	
least Instructional Readers	– 2 pts.		
<ul> <li>At least 59% of the learners are at</li> </ul>			
Instructional Readers	– 1 pt.		
6. School Numero av Date (Improved Nume			Canaclidated
6. School Numeracy Rate (Improved Numer (5 points)	acy Level)	~	componidated
-			Numeracy
<ul> <li>90-100% of the learners are highly</li> </ul>	Ente		Assessment Result
numerates	– 5 pts.		(Pre and Post Tests)
• 80% - 89.99% of the learners are	1		
highly numerates	– 4 pts.		
• 70% - 79.99% of the learners are	2		
highly numerates	– 3 pts.		
• 60% - 69.99% of the learners are	-		
highly numerates	– 2 pts.		
At least 59% of the learners are			
highly numerates	– 1 pt.		
7. Percentage of Learners who Completely	Complied	✓	Distribution and
the SLMs/LAS (5 Points)			retrieval Log Sheet/s
100% of the learners have completely	<b>-</b> .	✓	Validated SIVIE/
complied the SLMs/LAS	– 5 pts.		Report
• 95% - 99% of the learners have			
completely complied the SLMs/LAS	– 4 pts.		
• 90% - 94% of the learners have	_		
completely complied the SLMs/LAS	– 3 pts.		
• 85% - 89% of the learners have			
completely complied the SLMs/LAS	– 2 pts.		
Below 85% of the learners have			
completely complied the SLMs/LAS	– 1 pt.		
8. Instructional Supervision (IS) (4 points)		·/	Validated
Teachers were supervised, coached, and m	ontorod on	•	Instructional
the following K to 12 curriculum Imple			Supervisory
practices based on monthly supervisory pla			
a. DLL/DLP, SLM and LAS preparation	ai i.		Report/Monthly Accomplishment
b. Designing assessment tools/items			
c. Analyzing assessment results			Report
d. Regular updating of school forms			
e. Classroom Observation using PPST-COT			
•			
f. ICT Integration	Janias and		
g. Adopting appropriate teaching methodo	nogles and		
learning delivery modes			
All of the above cited practices are			
• All of the above cited practices are evident in the conduct of IS	_ 1 ptc		
	- 4 pts		
<ul> <li>5 to 6 of the above cited practices are evident in the conduct of IS</li> </ul>	- 3 ntc		
	- 3 pts		

• 3 to 4 of the above cited practices are	
evident in the conduct of IS - 2 pts	
• 1 to 2 of the above cited practices are	
evident in the conduct of IS - 1 pt.	
B. LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bullying	3
<ul> <li>Law Implementation (5 points) <ul> <li>The school has implemented the CPP and Anti-Bullying Law with the following:</li> <li>a. Institutionalized an effective child protection policies and procedures, and monitors compliance thereof;</li> <li>b. Organized a functional Child Protection Committee (CPC);</li> <li>c. Ensured that all pupils/learners, guardians or custodians, visitors, and guests are made aware of the child protection policy;</li> <li>d. Conducted capacity building activities on child protection measures and protocols and anti-</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Child Protection Committee with their TORs and ACRs</li> <li>✓ Copy of the School Child Protection Policy and Anti- Bullying Law</li> <li>✓ Approved Training Design/s and ACR</li> <li>✓ Copies of Advocacy Materials used</li> <li>✓ School Handbook</li> </ul>
<ul> <li>bullying;</li> <li>e. Adopted a student Code of Conduct to be followed by every pupil or learner; and</li> <li>f. 100% of cases/complaints were reported and acted upon under the CPP and Anti-Bullying Law</li> <li>All of the above cited indicators are</li> </ul>	<ul> <li>✓ School Records of Cases/complaints under CPP and anti- Bullying Law</li> </ul>
<ul> <li>present - 5 pts.</li> <li>One of the above cited indicators is absent -4 pts.</li> <li>Two of the above cited indicators are absent -3 pts.</li> <li>Three of the above cited indicators are absent -2 pts.</li> <li>Four of the above cited indicators are absent -1 pt.</li> </ul>	
<ul> <li>2. School-Based Feeding Program Implementation (3 points)</li> <li>90%-100% of the learner-beneficiaries achieved normal status - 3 pts.</li> <li>80% - 89.99% of the learner- beneficiaries achieved normal status - 2 pts.</li> <li>At least 79% of the learner- beneficiaries achieved normal</li> </ul>	<ul> <li>Learners' Nutritional Status (Baseline and End line Data)</li> </ul>

status	– 1 pt <b>.</b>	
<ul> <li>3. Disaster Risk Reduction Management Implementation and Institutionalization of I Clean and Green Program, Solid Waste Mana (3 points)</li> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul>	RA 9003:	<ul> <li>✓ Completed CSSF, ACR of the Solid Waste Mgt., and picture of MRF</li> </ul>
<ul> <li>79% - 89% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> <li>68% - 78% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul>	- 2 pts. - 1 pt.	
<ul> <li>4. Health and Safety (4 points)         <ul> <li>100% implementation of COVID-19 Protocols such as setting of hand- washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> </ul> </li> </ul>	- 4 pts.	✓ Pictures/picto narrative/video of the activities relative to COVID-19 protocols with ACR
<ul> <li>95% - 99% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal</li> </ul>		

scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 3 pts.		
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 2 pts.</li> </ul>		
<ul> <li>89% and below implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 1 pt.</li> </ul>		
<ul> <li>5. DCP Package Utilization (3 points)         Heightened use of DCP Package and other available technologies integrated in the curriculum and implementation on the ICT ingenuities that further improve service of the school with the following indicators:         1. Presence of document that shows 100% usage of equipment of knowledge embodied in the DCP package.         2. ICT integration in the curriculum has produced a highly conducive and beneficial learning experience to the learner.     </li> </ul>	Utilization report of DCP Package by ICT (monthly or quarterly with pictorials), Portfolio of learners' outputs in ICT- related activities, and DCP related activities are present in the SIP/AIP for at least 2 consecutive years	

3. The school implemented initiatives in th maintenance of ICT.	ie		
<ul> <li>All indicators were met -3 pts.</li> <li>Only 2 indicators were met -2 pts.</li> </ul>			
• Only 1 indicator was met - 1 pt.			
6. Maintenance of Learning Facilities and Equi (2 points)	ipment	<ul> <li>✓ Property Custodian's Accomplishment</li> </ul>	
<ul> <li>90%-100% of learning facilities and equipment were properly accounted and maintained - 2 p</li> <li>70%-89% of learning facilities and equipment were properly accounted</li> </ul>		Report	
and maintained - 1 p			
C. HUMAN RESOURCE MANAGEMENT AND DEVEL	LOPMENT	(10 points)	
<ul> <li><b>1. Provision of L &amp; D (5 points)</b></li> <li>School conducts 8 hours LAC Sessions per subject per month &amp; 2 INSETs in a year</li> </ul>	- 5 pts.	<ul> <li>✓ Memorandum</li> <li>✓ LAC Plan/training designs approved by the Approving</li> </ul>	
<ul> <li>School conducts 8 hours LAC Sessions per subject per month &amp; 1 INSET in a year/6 hours SLAC Sessions per subject per month &amp; 2 INSETs in a year</li> </ul>	– 4 pts.	Authority of the SDO ✓ ACR, Impact evaluation, and other M&E Tools	
<ul> <li>School conducts 6-7 hours LAC Sessions per subject per month &amp; 1 INSET in a year</li> </ul>	- 3 pts.		
<ul> <li>School conducts 4-5 hours LAC Session per subject in a month &amp; 1 INSET in a year</li> </ul>	- 2 pts.		
<ul> <li>School conducts 2-3 hours LAC Session per subject in a month &amp; no provision of INSET</li> </ul>	– 1 pt.		
2. Attendance of staff to National, Regional, D District Level Virtual or Face-to-Face s workshops, and trainings (5 Points)	Division, eeminar,	<ul> <li>✓ SPPD/School Training Needs as approved by SH</li> <li>✓ Training matrix</li> <li>✓ Memo</li> </ul>	

No. of Staff who attended seminar divided by total number of staff) x allotte		<ul> <li>✓ Certificate of Participation/ appearance</li> </ul>	
D SCHOOL LEADERSHIP MANAGEMENT AND O			
<ul> <li>D. SCHOOL LEADERSHIP, MANAGEMENT, AND O</li> <li>1. Financial Management (5 Points)         <ul> <li>100% liquidation of MOOE and other funds submitted at least 3 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 2 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul> </li> </ul>	- 5 pts. - 4 pts. - 3 pts.		
deadline <b>2. School Improvement Plan/AIP (5 points)</b> a. Creation and Functionality of SPT b. Alignment of AIP to SIP c. Information dissemination to stake d. Implementation of PAPs e. Quarterly review and adjustment of through SMEA		<ul> <li>✓ SIP, AIP,WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>	
<ul> <li>All of the above cited indicators are present</li> <li>Four of the above cited indicators is present</li> <li>Three of the above cited indicators are present</li> <li>Two of the above cited indicators are present</li> <li>Only one of the above cited indicators is present</li> </ul>	- 5 pts. - 4 pts. - 3 pts. - 2 pts. - 1 pt.		
<ul> <li>3. Basic Education –Learning Continuity Plar LCP) (5 Points)</li> <li>100% of the Programs, Project and Activities were implemented –</li> </ul>	• <b>(BE-</b>	<ul> <li>✓ BE-LCP Accomplishment Tracking Form</li> </ul>	

<ul> <li>95% - 99% of the Programs, Project and Activities were implemented</li> <li>90% - 94% of the Programs, Project and Activities were implemented</li> <li>85% - 89% of the Programs, Project and Activities were implemented</li> <li>Below 85% of the Programs, Project and Activities were implemented</li> <li>Below 85% of the Programs, Project and Activities were implemented</li> </ul>	- 4 pts. - 3 pts. - 2 pts. - 1 pt.	
E. PARENTS INVOLVEMENT AND COMMU	NITY PARTNERS	SHIP (8 points)
<ol> <li>School-Community Partnership. (5 p</li> <li>90% - 100% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> <li>80% - 89% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> <li>70% - 79% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> <li>60% - 69% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> <li>60% - 69% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> <li>Below 60% of the LSAs (Parents, LGU paid, and other Volunteers) are actively involved in the Distance Learning Modality implementation</li> </ol>	e $-5 \text{ pts.}$ -4  pts. -3  pts. -2  pts. -2  pts.	<ul> <li>✓ LSA contracts</li> <li>✓ Schedule of Assignments</li> <li>✓ Outputs/Results</li> <li>✓ Accomplishment Report</li> </ul>
2. Resources generated through Brigada other resource-generated initiatives (3 JHS/SHS/IS Php400,000.00 and above Php300,000.00 to 399,999.00 Php200,000.00 to 299,999.00		<ul> <li>✓ Project Proposal</li> <li>✓ Deed of donations</li> <li>✓ Deed of acceptance</li> <li>✓ BE Report</li> </ul>
- OUTSTANDING/MERITORIOUS ACCOMP		3 points)
1. SBM Level of Practice (5 points)		<ul> <li>✓ SBM Assessment Tool as evaluated and</li> </ul>

	SBM Level	Validation Level	Allotted Po	oints			approved by the Division/Regional	
	III	RO	5 point	S			SBM Task Force	
	III	Division	3 point	s		✓	Certificate of	
	II	Division	1 point	:			Accreditation or level	
							duly signed by the SDS/RD	
2. 9	SBM-WInS	(2.5 points)						
•	School's	WInS-OMS ratin	g of 3 Stars	– 2.5	pts.	$\checkmark$	SBM-WInS Checklist	
•	School's	WInS-OMS ratin	g of 2 Stars	– 1.5	pts.		duly certified by the	
•		WInS-OMS ratin	<u> </u>	- 0.5			SDO Coordinator and District Nurse	
		d Recognition ı	-	e schoo	bl	$\checkmark$	Plaque/Certificate of	
for	the current	t Calendar Year	(2.5 points)				Recognition/	
	NI (* 1			2 5			Appreciation/medals	
		/International		– 2.5 p			(First Placer or	
	<ul><li> Region</li><li> Division</li></ul>			– 2.0 p – 1.5 p			Champion)	
	<ul><li>Division</li><li>District</li></ul>			– 1.5 p – 1.0		~		
	District			1.0	μ		invitation/Memo	
	. For same a earned shai	l points for the c wards received i Il be based on th ernance level. ( ive	in a calendar y ne award receiv	red in th	ie			
		ntion of the Sch	ool Banner Pr	oiect (3	8.0			
poi	ints) ✓ <i>Ingenuit</i> • This orig aligr targ grea	<i>ty of the Project</i> pertains to the inality of the pro- nment of its ob et. The project at impact to the ne School.	<i>t</i> e nature and roject and the jectives to its should have	- 0.5		~	Improvement Plan/AIP Project Implementation Plan Resource Generated for School Banner Project	
	• This	<i>cy Strategies</i> pertains to the tegies undertal		– 0.5 p	ot.	~	implementation ACR (with highlights of stake	

School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.	<ul> <li>holders' involvement</li> <li>✓ School Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>✓ Impact to School Performance – 1.0 pt.</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	<ul> <li>✓ Project</li> <li>Implementation</li> <li>Plan</li> </ul>
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation - 1.0 pt.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING SECONDARY SCHOOL (JUNIOR and SENIOR HIGH SCHOOL)

Name of School:	SDO:
School Head:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 points)		
(Performance Indicator for the last two (2) years )		
<ul> <li>1. Drop-out Rate (4 points)</li> <li>Zero (0) drop -out from the baseline data from year to year in 2 years -4 pts.</li> <li>0.01% -1% drop-out from the baseline data from year to year in 2 years -3 pts.</li> </ul>	<ul> <li>✓ Secure Certification on the Drop-out Rate, CSR, and CR for the last two (2) years coming from the SDO</li> </ul>	
<ul> <li>1.01% - 2% drop-out from the baseline data from year to year in 2 years - 2 pts.</li> <li>3% &amp; above drop-out from the baseline data from year to year in 2 years - 1 pt.</li> <li>2. Cohort Survival Rate (3 points)</li> </ul>	Planning Officer or data generated from the LIS/EBEIS	
Baseline:75%• High: At least 10% increase or at least 95% CSR- 3 pts.• Average: At least 7% increase- 2 pts.• Marginal: at least 5% increase- 1 pt. <b>3. Completion Rate (3 points)</b> Baseline:75%• High: at least 10% increase or at least 95% CR- 3 pts.• Average: at least 7% increase- 2 pts.• Marginal: at least 5% increase- 1 pt.		
<ul> <li>4. School Academic Performance /Average Grades of Learners (5 points)</li> <li>Average grades of learners for the last two (2) year (SY 2019-2020 and SY 2020-2021) x 0.05</li> </ul>	Signed SF 7	
<ul> <li>5. School Literacy Rate/Improved Reading Level (5 points) <ul> <li>90-100% of the learners are at least Instructional Readers</li> <li>80% - 89.99% of the learners are at least Instructional Readers</li> <li>70% - 79.99% of the learners are at least Instructional Readers</li> <li>70% - 79.99% of the learners are at least Instructional Readers</li> <li>60% - 69.99% of the learners are at</li> </ul> </li> </ul>	<ul> <li>✓ Consolidated Phil-IRI Result (Pre and Post Tests)</li> </ul>	

least Instructional Beaders	) ntc	[	
<ul> <li>least Instructional Readers</li> <li>At least 59% of the learners are at</li> </ul>	– 2 pts.		
At least 59% of the learners are at Instructional Readers	1+		
Instructional Readers	– 1 pt.		
6. School Numeracy Rate (Improved Nume	racy Level)	✓	Consolidated
(5 points)			Numeracy
<ul> <li>90-100% of the learners are highly</li> </ul>			Assessment Result
numerates	– 5 pts.		(Pre and Post Tests)
• 80% - 89.99% of the learners are			
highly numerates	– 4 pts.		
• 70% - 79.99% of the learners are			
highly numerates	– 3 pts.		
• 60% - 69.99% of the learners are			
highly numerates	– 2 pts.		
At least 59% of the learners are			
Highly numerates	– 1 pt.		
7. Percentage of Learners who Completely	Complied	~	Distribution and
the SLMs/LAS (5 Points)			retrieval Log Sheet/s
100% of the learners have completely		✓	Validated SMEA
complied the SLMs/LAS	– 5 pts.		Report
• 95% - 99% of the learners have			
completely complied the SLMs/LAS	– 4 pts.		
• 90% - 94% of the learners have			
completely complied the SLMs/LAS	– 3 pts.		
• 85% - 89% of the learners have			
completely complied the SLMs/LAS	– 2 pts.		
Below 85% of the learners have			
completely complied the SLMs/LAS	– 1 pt.		
8. Instructional Supervision (IS) (4 points)		✓	Validated
Teachers were supervised, coached, and m	entored on		Instructional
the following K to 12 curriculum Impl			Supervisory
practices based on monthly supervisory pla			Report/Monthly
a. DLL/DLP, SLM and LAS preparation			Accomplishment
b. Designing assessment tools/items			Report
c. Analyzing assessment results			•
d. Regular updating of school forms			
e. Classroom Observation using PPST-COT			
f. ICT Integration			
g. Adopting appropriate teaching methodo	ologies and		
learning delivery modes	5		
All of the above cited practices are	4		
evident in the conduct of IS	- 4 pts		
• 5 to 6 of the above cited practices are			
evident in the conduct of IS	- 3 pts		

<ul> <li>3 to 4 of the above cited practices are evident in the conduct of IS</li> <li>- 2 pts</li> </ul>	
<ul> <li>1 to 2 of the above cited practices are</li> </ul>	
evident in the conduct of IS - 1 pt.	
B. LEARNING ENVIRONMENT (20 points)	<u> </u>
1. Child Protection Policy (CPP) and Anti-Bullying	
Law Implementation (5 points)	✓ Copy of the Child
The school has implemented the CPP and Anti-	Protection
Bullying Law with the following:	Committee with their
a. Institutionalized an effective child protection	TORs and ACRs
policies and procedures, and monitors	✓ Copy of the School
compliance thereof;	Child Protection
b. Organized a functional Child Protection	Policy and Anti-
Committee (CPC);	Bullying Law
c. Ensured that all pupils/learners, guardians or	✓ Approved Training
custodians, visitors, and guests are made aware	Design/s and ACR
of the child protection policy;	✓ Copies of Advocacy
d. Conducted capacity building activities on child	Materials used
protection measures and protocols and anti-	✓ School Handbook
bullying;	✓ School Records of
e. Adopted a student Code of Conduct to be	Cases/complaints
followed by every pupil or learner; and	under CPP and anti-
f. 100% of cases/complaints were reported and	Bullying Law
acted upon under the CPP and Anti-Bullying Law	
All of the above cited indicators are	
present - 5 pts.	
<ul> <li>One of the above cited indicators is</li> </ul>	
absent - 4 pts.	
<ul> <li>Two of the above cited indicators are</li> </ul>	
absent - 3 pts.	
<ul> <li>Three of the above cited indicators are</li> </ul>	
absent - 2 pts.	
<ul> <li>Four of the above cited indicators are</li> </ul>	
absent - 1 pt.	
2. School-Based Feeding Program Implementation	✓ Learners' Nutritional
(3 points)	Status (Baseline and
• 90%-100% of the learner-beneficiaries	End line Data)
achieved normal status – 3 pts.	, ,
• 80% - 89.99% of the learner-	
beneficiaries achieved normal	
status – 2 pts.	
• At least 79% of the learner-	
beneficiaries achieved normal	
	I

status	– 1 pt <b>.</b>	
<ul> <li>3. Disaster Risk Reduction Management Implementation and Institutionalization of I Clean and Green Program, Solid Waste Mana (3 points)</li> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul>	RA 9003:	<ul> <li>✓ Completed CSSF, ACR of the Solid Waste Mgt., and picture of MRF</li> </ul>
<ul> <li>79% - 89% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> <li>68% - 78% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul>	- 2 pts. - 1 pt.	
<ul> <li>4. Health and Safety (4 points)         <ul> <li>100% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> <li>95% - 99% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of</li> </ul> </li> </ul>	- 4 pts.	✓ Pictures/picto narrative/video of the activities relative to COVID-19 protocols with ACR

triage, provision of PPEs such as	
facemask and face shield to employees,	
regular disinfection of school	
facilities, disinfection of modules	
tools and the like, before distribution,	
during, and after retrieval - 3 pts.	
<ul> <li>90%-94% implementation of</li> </ul>	
COVID-19 Protocols such as setting	
of hand-washing facilities, thermal	
scanner at the entrance, putting up	
of triage, provision of PPEs such as	
facemask and face shield to employees,	
regular disinfection of school	
facilities, disinfection of modules	
tools and the like, before distribution,	
during, and after retrieval - 2 pts.	
89% and below implementation of	
COVID-19 Protocols such as setting	
of hand-washing facilities, thermal	
scanner at the entrance, putting up	
of triage, provision of PPEs such as	
facemask and face shield to employees,	
regular disinfection of school	
facilities, disinfection of modules	
tools and the like, before distribution,	
during, and after retrieval - 1 pt.	
5. DCP Package Utilization (3 points)	Utilization report of DCP
Heightened use of DCP Package and other available	Package by ICT (monthly
technologies integrated in the curriculum and	or quarterly with
implementation on the ICT ingenuities that further	pictorials), Portfolio of
improve service of the school with the following	learners' outputs in ICT-
indicators:	related activities, and
d. Presence of document that shows 100%	DCP related activities are
usage of equipment of knowledge embodied	present in the SIP/AIP for at least 2 consecutive
in the DCP package.	
e. ICT integration in the curriculum has	years
produced a highly conducive and beneficial	
learning experience to the learner.	
f. The school implemented initiatives in the	
maintenance of ICT.	

All indicators were met -3 pts.	
<ul> <li>Only 2 indicators were met – 2 pts.</li> </ul>	
Only 1 indicator was met - 1 pt.	
6. Maintenance of Learning Facilities and Equipment	✓ Property Custodian's
(2 points)	Accomplishment
• 90%-100% of learning facilities and	Report
equipment were properly accounted	
and maintained - 2 pts.	
700/ 000/ of loove in a facilities and	
<ul> <li>70%-89% of learning facilities and</li> </ul>	
equipment were properly accounted and maintained - 1 pt.	
and maintained - 1 pt.	
C. HUMAN RESOURCE MANAGEMENT AND DEVELOPMEN	T (10 points)
1. Provision of L & D (5 points)	
School conducts 8 hours LAC Sessions	✓ Memorandum
per subject per month & 2 INSETs	✓ LAC Plan/training
in a year – 5 pts.	designs approved by
<ul> <li>School conducts 8 hours LAC Sessions</li> </ul>	the Approving
per subject per month & 1 INSET in	Authority of the SDO
a year/6 hours SLAC Sessions per	✓ ACR, Impact
subject per month & 2 INSETs in a year $-4$ pts.	evaluation, and other
<ul> <li>School conducts 6-7 hours LAC Sessions</li> </ul>	M&E Tools
per subject per month & 1 INSET in a year – 3 pts.	
<ul> <li>a year – 3 pts.</li> <li>School conducts 4-5 hours LAC Session</li> </ul>	
per subject in a month & 1 INSET in	
a year – 2 pts.	
<ul> <li>School conducts 2-3 hours LAC Session</li> </ul>	
per subject in a month & no provision	
of INSET – 1 pt.	
2. Attendance of staff to National, Regional, Division,	✓ SPPD/School Training
District Level Virtual or Face-to-Face seminar,	Needs as approved
workshops, and trainings (5 Points)	by SH
• No of Staff who attended cominar/training	<ul> <li>Training matrix</li> </ul>
<ul> <li>No. of Staff who attended seminar/trainings divided by total number of staff) x allotted points</li> </ul>	✓ Memo
awaea by total number of stan) & anotted points	Certificate of
	Participation/
D. SCHOOL LEADERSHIP, MANAGEMENT, AND OPERATIO	appearance
1. Financial Management (5 Points)	✓ Certification coming
• 100% liquidation of MOOE and	from the Division
1	

other funds submitted at least 3	_ 5 ptc	Accountant plus the authenticated
<ul><li>days before the deadline</li><li>100% liquidation of MOOE and</li></ul>	– 5 pts.	liquidation report as of December 31,
other funds submitted 2 days	4 mts	2020
	– 4 pts.	
<ul> <li>100% liquidation of MOOE and other funds submitted 1 day</li> </ul>		
	– 3 pts.	
<ul> <li>100% liquidation of MOOE and other funds submitted on the</li> </ul>		
deadline	– 2 pts.	
<ul> <li>2. School Improvement Plan/AIP (5 points)         <ul> <li>a. Creation and Functionality of SPT</li> <li>b. Alignment of AIP to SIP</li> <li>c. Information dissemination to stakeh</li> <li>d. Implementation of PAPs</li> <li>e. Quarterly review and adjustment co through SMEA</li> </ul> </li> <li>All of the above cited indicators are</li> </ul>		<ul> <li>✓ SIP, AIP, WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>
<ul> <li>Four of the above cited indicators is present</li> </ul>	- 5 pts. - 4 pts.	
<ul> <li>Three of the above cited indicators are present</li> <li>Two of the above cited indicators are</li> </ul>	- 3 pts.	
	- 2 pts.	
-	- 1 pt.	
3. Basic Education –Learning Continuity Plan (B (5 Points)	BE-LCP)	<ul> <li>✓ BE-LCP</li> <li>Accomplishment</li> <li>Tracking Form</li> </ul>
•	ō pts.	-
•	4 pts.	
•	3 pts.	
<ul> <li>85% - 89% of the Programs, Project and Activities were implemented - 2</li> </ul>	2 pts.	

• E	Below 85	% of the Programs	, Project				
		vities were implem	•	– 1 pt.			
		F					
PARENT	<mark>S INVO</mark>	VEMENT AND CO	<u>OMMUNIT</u>	Y PARTNER	<b>SHIP</b>	(8 points)	
1. Schoo	ol-Comn	nunity Partnershi	p. (5 poin	ts)	✓	LSA contracts	*
• 9	90% - 10	0% of the LSAs (Pa	irents,		$\checkmark$	Schedule of	
L	.GU paid	, and other Volunt	eers)			Assignments	
а	are active	ely involved in the	Distance		✓	Outputs/Results	
L	earning	Modality impleme	ntation	– 5 pts.	$\checkmark$		
	•					Report	
• 8	30% - 89	% of the LSAs (Par	ents,			·	
		l, and other Volunt					
	•	ely involved in the					
		Modality impleme		– 4 pts.			
_	9	<b>7</b>   5111	-	I			
• 7	70% - 79	% of the LSAs (Par	ents,				
		l, and other Volunt					
	•	ely involved in the	-				
		Modality impleme		– 3 pts.			
	9	<b>,</b> 1		I			
• 6	50% - 69	% of the LSAs (Par	ents,				
		l, and other Volunt					
	•	ely involved in the					
		Modality impleme		– 2 pts.			
	5	<i>y</i> 1		·			
• E	Below 60	% of the LSAs (Par	ents,				
L	LGU paid	l, and other Volunt	eers)				
á	are active	ely involved in the	Distance				
L	Learning	Modality impleme	entation	– 1 pt.			
	-	nerated through		· · · · ·			*
other re	esource-	generated initiati	ives (3 poi	nts)			
					$\checkmark$	Project Proposal	
	JHS	S/SHS/IS	Point	ts	$\checkmark$	Deed of donations	
Php	400,000.	00 and above	3 pts		$\checkmark$	Deed of acceptance	
		00 to 399,999.00	2 pts		$\checkmark$	BE Report	
		00 to 299,999.00	1 pt.				
P	,,			J			
OUTSTAI	NDING/I	MERITORIOUS AC		HMENTS (13	<mark>8 poi</mark>	nts)	
1. SBM	Level of	Practice (5 point	s)				
	SBM	Validation		ointe	$\checkmark$	SBM Assessment Tool	
I	Level	Level	Allotted P	UIIIIS		as evaluated and	
III		RO	5 point	ts		approved by the	
III		Division	3 point			Division/Regional	
II		Division	1 poin			SBM Task Force	
L	I	I	I	1			
	•						L

	<ul> <li>✓ Certificate of Accreditation or level duly signed by SDS/RD</li> </ul>
2. SBM-WInS (2.5 points)• School's WInS-OMS rating of 3 Stars• School's WInS-OMS rating of 2 Stars• School's WInS-OMS rating of 1 Star• School's WInS-OMS rating of 1 Star• School's WInS-OMS rating of 1 Star• O.5 pts.3. Rewards and Recognition received by the school for the current Calendar Year (2.5 points)• National/International• Region• Division• Division• District• 1.0 pt.	<ul> <li>✓ SBM-WInS Checklist duly certified by the SDO Coordinator and District Nurse</li> <li>✓ Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion)</li> <li>✓ Program invitation/Memo</li> </ul>
Note: a. Points earned are cumulative but not to exceed the allotted points for the criterion. b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned are cumulative.	
<ul> <li>4. Implementation of the School Banner Project (3.0 points)</li> <li>✓ Ingenuity of the Project - 0.5 pt.</li> <li>This pertains to the nature and originality of the project and the alignment of its objectives to its target. The project should have great impact to the current needs of the School.</li> </ul>	<ul> <li>✓ Project Design/Manual</li> <li>✓ School Improvement Plan/AIP</li> <li>✓ Project Implementation Plan</li> <li>✓ Resource Generated for School Banner Project implementation</li> </ul>
<ul> <li>Advocacy Strategies – 0.5 pt.</li> <li>This pertains to the various strategies undertaken by the School to communicate the banner project to the internal and external stakeholders and</li> </ul>	<ul> <li>✓ ACR (with highlights of stake holders' involvement</li> <li>✓ School Performance Indicators</li> </ul>

the School draws support from its partners.	<ul> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>✓ Impact to School Performance – 1.0 pt.</li> <li>• This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	<ul> <li>✓ Project Implementation Plan</li> </ul>
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation – 1.0 pt.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING STAND-ALONE SENIOR HIGH SCHOOL

SDO:

Name of School: \_\_\_\_\_ School Head: \_\_\_\_\_

**MEANS OF Points CRITERIA/INDICATORS** VERIFICATION (MOVs) Earned A. INSTRUCTIONAL LEADERSHIP (34 points) (Performance Indicator for the last two (2) years) 1. Drop-out Rate (4 points) ✓ Secure Certification • Zero (0) drop -out from the baseline on the Drop-out data from year to year in 2 years – 4 pts. Rate, CSR, and CR for • 0.01% -1% drop-out from the baseline the last two (2) years data from year to year in 2 years – 3 pts. coming from the SDO 4 1.01% - 2% drop-out from the baseline Planning Officer or data from year to year in 2 years - 2 pts. data generated from 4 3% & above drop-out from the baseline the LIS/EBEIS data from year to year in 2 years – 1 pt. 2. Cohort Survival Rate (3 points) Baseline:75% High: At least 10% increase or at least 95% CSR – 3 pts. Average: At least 7% increase – 2 pts. • Marginal: at least 5% increase – 1 pt. 3. Completion Rate (3 points) Baseline:75% High: at least 10% increase or at least 95% CR - 3 pts. Average: at least 7% increase – 2 pts. Marginal: at least 5% increase – 1 pt. 4. School Academic Performance /Average Grades of Accomplished and  $\checkmark$ Learners (5 points) Signed SF 7 Average grades of learners for the last two (2) years ✓ Average Grades of (SY 2019-2020 and SY 2020-2021) x 0.05 Learners generated from the LIS

5. School Literacy Rate/Improved Reading Level ✓ Consolidated Phil-IRI (5 points) Result (Pre and Post 90-100% of the learners are at least Tests) Instructional Readers – 5 pts. 80% - 89.99% of the learners are at least Instructional Readers – 4 pts. 70% - 79.99% of the learners are at least Instructional Readers - 3 pts. 60% - 69.99% of the learners are at least Instructional Readers – 2 pts.

• At least 59% of the learners are at		
Instructional Readers	– 1 pt.	
6. School Numeracy Rate (Improved Nume	racy Level)	✓ Consolidated
(5 points)		Numeracy
<ul> <li>90-100% of the learners are highly</li> </ul>		Assessment Result
numerates	– 5 pts.	
<ul> <li>80% - 89.99% of the learners are</li> </ul>	5 pt3.	(Pre and Post Tests)
highly numerates	- 1 ptc	
<ul> <li>70% - 79.99% of the learners are</li> </ul>	– 4 pts.	
	) inte	
highly numerates	– 3 pts.	
• 60% - 69.99% of the learners are	2 inte	
highly numerates	– 2 pts.	
• At least 59% of the learners are	4	
highly numerates	– 1 pt.	
7. Percentage of Learners who Completely	/ Complied	✓ Distribution and
the SLMs/LAS (5 Points)		retrieval Log Sheet/s
• 100% of the learners have completely	<b>F</b>	✓ Validated SMEA
complied the SLMs/LAS	– 5 pts.	Report
• 95% - 99% of the learners have	<b>.</b> .	
completely complied the SLMs/LAS	– 4 pts.	
• 90% - 94% of the learners have	_	
completely complied the SLMs/LAS	– 3 pts.	
• 85% - 89% of the learners have		
completely complied the SLMs/LAS	– 2 pts.	
Below 85% of the learners have		
completely complied the SLMs/LAS	– 1 pt.	
8. Instructional Supervision (IS) (4 points)		✓ Validated
Teachers were supervised, coached, and m	entored on	Instructional
the following K to 12 curriculum Impl		
practices based on monthly supervisory pl		Supervisory Report/Monthly
a. DLL/DLP, SLM and LAS preparation	an.	Accomplishment
b. Designing assessment tools/items		•
c. Analyzing assessment results		Report
d. Regular updating of school forms		
e. Classroom Observation using PPST-COT		
f. ICT Integration	alagias and	
g. Adopting appropriate teaching method	ologies and	
learning delivery modes		
• All of the above sited practices are		
<ul> <li>All of the above cited practices are evident in the conduct of IS</li> </ul>	1 ptc	
	- 4 pts	
• 5 to 6 of the above cited practices are	) nto	
evident in the conduct of IS	- 3 pts	
3 to 4 of the above cited practices are		

evident in the conduct of IS - 2 pt	S
• 1 to 2 of the above cited practices are	
evident in the conduct of IS - 1 pt	
B. LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bully	ying
Law Implementation (5 points)	✓ Copy of the Child
The school has implemented the CPP and Anti-	- Protection
Bullying Law with the following:	Committee with their
a. Institutionalized an effective child protection	TORs and ACRs
policies and procedures, and monitors	✓ Copy of the School
compliance thereof;	Child Protection
b. Organized a functional Child Protection	Policy and Anti-
Committee (CPC);	Bullying Law
c. Ensured that all pupils/learners, guardians or	
custodians, visitors, and guests are made awa	are Design/s and ACR
of the child protection policy;	✓ Copies of Advocacy
d. Conducted capacity building activities on ch	
protection measures and protocols and anti-	- ✓ School Handbook
bullying;	✓ School Records of
e. Adopted a student Code of Conduct to be	Cases/complaints
followed by every pupil or learner; and	under CPP and anti-
f. 100% of cases/complaints were reported and	Bullying Law
acted upon under the CPP and Anti-Bullying	Law
All of the above cited indicators are	
present - 5 pt	s.
<ul> <li>One of the above cited indicators is</li> </ul>	
absent - 4 pt	s.
Two of the above cited indicators are	
absent - 3 pt	s.
Three of the above cited indicators are	
absent - 2 pt	s.
<ul> <li>Four of the above cited indicators are</li> </ul>	
absent - 1 pt	
2. School-Based Feeding Program Implementatio	
(3 points)	Status (Baseline and
90%-100% of the learner-beneficiaries	End line Data)
achieved normal status – 3 p	ots.
• 80% - 89.99% of the learner-	
beneficiaries achieved normal	
status – 2 p	ts.
At least 79% of the learner-	
beneficiaries achieved normal	
status – 1 p	pt.

<ul> <li>3. Disaster Risk Reduction Management (DRRM Implementation and Institutionalization of RA 9003)</li> <li>Clean and Green Program, Solid Waste Management (3 points)</li> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented - 3 pts</li> </ul>	ACR of the Solid Waste Mgt., and picture of MRF
<ul> <li>79% - 89% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented - 2 pts</li> <li>68% - 78% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented - 1 pt.</li> </ul>	
<ul> <li>4. Health and Safety (4 points)</li> <li>100% implementation of COVID-19 Protocols such as setting of hand- washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> </ul>	<ul> <li>✓ Pictures/picto narrative/video of the activities relative to COVID-19 protocols with ACR</li> </ul>
<ul> <li>95% - 99% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as</li> </ul>	

		-
facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 3 pts.		
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> </ul>		
<ul> <li>89% and below implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> </ul>		
<ul> <li>5. DCP Package Utilization (3 points) <ul> <li>Heightened use of DCP Package and other available technologies integrated in the curriculum and implementation on the ICT ingenuities that further improve service of the school with the following indicators: <ul> <li>a. Presence of document that shows 100% usage of equipment of knowledge embodied in the DCP package.</li> <li>b. ICT integration in the curriculum has produced a highly conducive and beneficial learning experience to the learner.</li> <li>c. The school implemented initiatives in the maintenance of ICT.</li> </ul> </li> </ul></li></ul>	Utilization report of DCP Package by ICT (monthly or quarterly with pictorials), Portfolio of learners' outputs in ICT- related activities, and DCP related activities are present in the SIP/AIP for at least 2 consecutive years	

• All indicators were met - 3 pts.	
• Only 2 indicators were met - 2 pts.	
Only 1 indicator was met - 1 pt.	
6. Maintenance of Learning Facilities and Equipment	✓ Property Custodian's
(2 points)	Accomplishment
<ul> <li>90%-100% of learning facilities and</li> </ul>	Report
equipment were properly accounted	
and maintained - 2 pts.	
• 70%-89% of learning facilities and	
equipment were properly accounted	
and maintained - 1 pt.	
HUMAN RESOURCE MANAGEMENT AND DEVELOPMEN	IT (10 points)
1. Provision of L & D (5 points)	
School conducts 8 hours LAC Sessions	✓ Memorandum
per subject per month & 2 INSETs	✓ LAC Plan/training
in a year – 5 pts.	designs approved by
<ul> <li>School conducts 8 hours LAC Sessions</li> </ul>	the Approving
per subject per month & 1 INSET in	Authority of the SDO
a year/6 hours SLAC Sessions per	-
subject per month & 2 INSETs in a year $-4$ pts.	✓ ACR, Impact
<ul> <li>School conducts 6-7 hours LAC Sessions</li> </ul>	evaluation, and other M&E Tools
per subject per month & 1 INSET in	Mae Tools
a year – 3 pts.	
<ul> <li>School conducts 4-5 hours LAC Session</li> </ul>	
per subject in a month & 1 INSET in	
a year – 2 pts.	
<ul> <li>School conducts 2-3 hours LAC Session</li> </ul>	
per subject in a month & no provision	
of INSET – 1 pt.	
2. Attendance of staff to National, Regional, Division	
District Level Virtual or Face-to-Face seminar	Needs as approved
workshops, and trainings (5 Points)	by SH
	✓ Training matrix
No. of Staff who attended seminar/trainings	v Memo
divided by total number of staff) x allotted points	Certificate of
	Participation/
	appearance

D. SCHOOL LEADERSHIP, MANAGEMENT, AND	OPERATIO	
<ul> <li>D. SCHOOL LEADERSHIP, MANAGEMENT, AND</li> <li>1. Financial Management (5 Points) <ul> <li>100% liquidation of MOOE and other funds submitted at least 3 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 2 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul> </li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul>	- 5 pts. - 4 pts. - 3 pts. - 2 pts.	<ul> <li>✓ Certification coming from the Division Accountant plus the authenticated liquidation report as of December 31, 2020</li> </ul>
	- p.s.	
<ul> <li>2. School Improvement Plan/AIP (5 points) <ul> <li>a. Creation and Functionality of SPT</li> <li>b. Alignment of AIP to SIP</li> <li>c. Information dissemination to stake</li> <li>d. Implementation of PAPs</li> <li>e. Quarterly review and adjustment of through SMEA</li> </ul> </li> <li>All of the above cited indicators are present</li> <li>Four of the above cited indicators is present</li> <li>Three of the above cited indicators are present</li> <li>Two of the above cited indicators are present</li> <li>Only one of the above cited indicators is present</li> </ul>	eholders	<ul> <li>✓ SIP, AIP, WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>
• 95% - 99% of the Programs, Project	<b>n (BE-</b> - 5 pts. - 4 pts.	<ul> <li>✓ BE-LCP Accomplishment Tracking Form</li> </ul>

and Activities were implemented	•		
• 85% - 89% of the Programs, Proj			
•	<ul> <li>and Activities were implemented – 2 pts.</li> <li>Below 85% of the Programs, Project</li> </ul>		
and Activities were implemented			
	i i pt.		
E. PARENTS INVOLVEMENT AND COMM	UNITY PARTNERS	SHIP (8 points)	
1. School-Community Partnership. (5	•	✓ LSA contracts	*
• 90% - 100% of the LSAs (Parents)	,	✓ Schedule of	
LGU paid, and other Volunteers)		Assignments	
are actively involved in the Distar		✓ Outputs/Results	
Learning Modality implementatio	on – 5 pts.	<ul> <li>✓ Accomplishment</li> </ul>	
• 80% - 89% of the LSAs (Parents,		Report	
LGU paid, and other Volunteers)			
are actively involved in the Dista	nce		
Learning Modality implementation			
• 70% - 79% of the LSAs (Parents,			
LGU paid, and other Volunteers)			
are actively involved in the Dista	nce		
Learning Modality implementation	on – 3 pts.		
-	• 60% - 69% of the LSAs (Parents,		
•	LGU paid, and other Volunteers)		
Learning Modality implementation	are actively involved in the Distance Learning Modality implementation – 2 pts.		
• Below 60% of the LSAs (Parents,			
LGU paid, and other Volunteers)			
are actively involved in the Dista	nce		
Learning Modality implementation	on – 1 pt.		
2. Resources generated through Briga	de Celuvale and		•
other resource-generated initiatives (			*
, , , , , , , , , , , , , , , , , , ,			
JHS/SHS/IS/Stand Alone	Points	✓ Project Proposal	
Php 100,000,00 and shows	2 mtc	✓ Deed of donations	
Php400,000.00 and above Php300,000.00 to 399,999.00	3 pts. 2 pts.	✓ Deed of acceptance	
Php200,000.00 to 299,999.00	1 pt.	✓ BE Report	
1112200,000.00 to 239,539.00	ι μι.		
F. OUTSTANDING/MERITORIOUS ACCOM	PLISHMENTS (13	points)	
1. SBM Level of Practice (5 points)			

SBM Level III III II II	Validation Level RO Division Division	Allotted F 5 poin 3 poin 1 poir	ts ts		✓	approved by the Division/Regional SBM Task Force Certificate of Accreditation or level duly signed by the SDS/RD
<ul> <li>2. SBM-WInS (2.5 points) <ul> <li>School's WInS-OMS rating of 3 Stars</li> <li>School's WInS-OMS rating of 2 Stars</li> <li>School's WInS-OMS rating of 1 Star</li> <li>School's WInS-OMS rating of 1 Star</li> <li>School's WInS-OMS rating of 1 Star</li> <li>0.5 pts.</li> </ul> </li> <li>3. Rewards and Recognition received by the school for the current Calendar Year (2.5 points) <ul> <li>National/International</li> <li>2.5 pts.</li> <li>2.0 pts.</li> <li>Division</li> <li>1.5 pts.</li> <li>District</li> <li>Note:</li> <li><i>Note:</i></li> <li><i>Points earned are cumulative but not to exceed the allotted points for the criterion.</i></li> <li><i>For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level.</i></li> </ul></li></ul>				for for ots. ots. ots. ots. ots. ots. ots. ots.	<ul> <li>✓</li> <li>✓</li> </ul>	SBM-WInS Checklist duly certified by the SDO Coordinator and District Nurse Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion) Program invitation/Memo
points) ✓ Ingenu • Thi ori alio tar gre	tion of the Schoo ity of the Project s pertains to the ginality of the proj get. The project s eat impact to the the School.	nature and bject and the ectives to its hould have	- 0.5 e		✓ ✓ ✓	Project Design/Manual School Improvement Plan/AIP Project Implementation Plan Resource Generated for School Banner Project implementation
• Thi	<i>acy Strategies</i> s pertains to the ategies undertake		– 0.5 p	ot.	✓	ACR (with highlights of stake

School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.	<ul> <li>holders' involvement</li> <li>✓ School Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>✓ Impact to School Performance – 1.0 pt.</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	<ul> <li>✓ Project</li> <li>Implementation</li> <li>Plan</li> </ul>
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation - 1.0 pt.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING INTEGRATED SCHOOL (Elementary and JHS/SHS)

Name of School:	SDO:
School Head:	

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. INSTRUCTIONAL LEADERSHIP (34 points)		
(Performance Indicator for the last two (2) years)		
1. Drop-out Rate (4 points)	✓ Secure Certification	
<ul> <li>Zero (0) drop -out from the baseline</li> </ul>	on the Drop-out	
data from year to year in 2 years - 4 pts.	Rate, CSR, and CR for	
<ul> <li>0.01% -1% drop-out from the baseline</li> </ul>	the last two (2) years	
data from year to year in 2 years - 3 pts.	coming from the SDO	
4 1.01% - 2% drop-out from the baseline	Planning Officer or	
data from year to year in 2 years - 2 pts.	data generated from	
4 3% & above drop-out from the baseline	the LIS/EBEIS	
data from year to year in 2 years - 1 pt.		
2. Cohort Survival Rate (3 points)		
Baseline:75%		
High: At least 10% increase or at		
least 95% CSR – 3 pts.		
• Average: At least 7% increase - 2 pts.		
• Marginal: at least 5% increase - 1 pt.		
3. Completion Rate (3 points) Baseline:75%		
High: at least 10% increase or at		
least 95% CR – 3 pts.		
<ul> <li>Average: at least 7% increase - 2 pts.</li> </ul>		
<ul> <li>Marginal: at least 5% increase – 1 pt.</li> </ul>		
4. School Academic Performance /Average Grades or	f ✓ Accomplished and	
Learners (5 points)	Signed SF 7	
Average grades of learners for the last two (2) years	s ✓ Average Grades of	
(SY 2019-2020 and SY 2020-2021) x 0.05	Learners generated	
	from the LIS	
5. School Literacy Rate/Improved Reading Level	✓ Consolidated Phil-IRI	
(5 points)	Result (Pre and Post	
• 90-100% of the learners are at least	Tests)	
Instructional Readers – 5 pts.		
• 80% - 89.99% of the learners are at		
least Instructional Readers - 4 pts.		
• 70% - 79.99% of the learners are at		
least Instructional Readers – 3 pts.		
60% - 69.99% of the learners are at		

least Instructional Readers	2 ntc	[		
<ul> <li>At least 59% of the learners are at</li> </ul>	– 2 pts.			
Instructional Readers	– 1 pt.			
	– 1 pt.			
6. School Numeracy Rate (Improved Nume	racy Level)	✓	Consolidated	
(5 points)			Numeracy	
<ul> <li>90-100% of the learners are highly</li> </ul>			Assessment Result	
numerates	– 5 pts.		(Pre and Post Tests)	
• 80% - 89.99% of the learners are				
highly numerates	– 4 pts.			
• 70% - 79.99% of the learners are				
highly numerates	– 3 pts.			
• 60% - 69.99% of the learners are				
highly numerates	– 2 pts.			
• At least 59% of the learners are				
highly numerates	– 1 pt.			
7. Percentage of Learners who Completely	/ Complied	~	Distribution and	
the SLMs/LAS (5 Points)			retrieval Log Sheet/s	
100% of the learners have completely		✓	Validated SMEA	
complied the SLMs/LAS	– 5 pts.		Report	
• 95% - 99% of the learners have				
completely complied the SLMs/LAS	– 4 pts.			
• 90% - 94% of the learners have				
completely complied the SLMs/LAS	– 3 pts.			
• 85% - 89% of the learners have				
completely complied the SLMs/LAS	– 2 pts.			
Below 85% of the learners have				
completely complied the SLMs/LAS	– 1 pt.			
8. Instructional Supervision (IS) (4 points)		<ul> <li>✓</li> </ul>	Validated	
Teachers were supervised, coached, and m	entored on		Instructional	
the following K to 12 curriculum Impl			Supervisory	
practices based on monthly supervisory pl			Report/Monthly	
a. DLL/DLP, SLM and LAS preparation			Accomplishment	
b. Designing assessment tools/items			Report	
c. Analyzing assessment results				
d. Regular updating of school forms				
e. Classroom Observation using PPST-COT				
f. ICT Integration				
g. Adopting appropriate teaching method	ologies and			
learning delivery modes				
All of the above cited practices are				
evident in the conduct of IS	- 4 pts			
• 5 to 6 of the above cited practices are	-			
evident in the conduct of IS	- 3 pts			

<ul> <li>3 to 4 of the above cited practices are evident in the conduct of IS - 2 pts</li> <li>1 to 2 of the above cited practices are</li> </ul>	
evident in the conduct of IS - 1 pt.	
B. LEARNING ENVIRONMENT (20 points)	
1. Child Protection Policy (CPP) and Anti-Bullying	
<ul> <li>Law Implementation (5 points) <ul> <li>The school has implemented the CPP and Anti-Bullying Law with the following:</li> <li>a. Institutionalized an effective child protection policies and procedures, and monitors compliance thereof;</li> <li>b. Organized a functional Child Protection Committee (CPC);</li> <li>c. Ensured that all pupils/learners, guardians or custodians, visitors, and guests are made aware of the child protection policy;</li> <li>d. Conducted capacity building activities on child protection measures and protocols and antibullying;</li> </ul> </li> </ul>	<ul> <li>✓ Copy of the Child Protection Committee with their TORs and ACRs</li> <li>✓ Copy of the School Child Protection Policy and Anti- Bullying Law</li> <li>✓ Approved Training Design/s and ACR</li> <li>✓ Copies of Advocacy Materials used</li> <li>✓ School Handbook</li> <li>✓ School Records of</li> </ul>
e. Adopted a student Code of Conduct to be followed by every pupil or learner; and f. 100% of cases/complaints were reported and acted upon under the CPP and Anti-Bullying Law	Cases/complaints under CPP and anti- Bullying Law
<ul> <li>All of the above cited indicators are present - 5 pts.</li> <li>One of the above cited indicators is absent -4 pts.</li> <li>Two of the above cited indicators are absent - 3 pts.</li> <li>Three of the above cited indicators are absent - 2 pts.</li> <li>Four of the above cited indicators are absent - 1 pt.</li> </ul>	
<ul> <li>2. School-Based Feeding Program Implementation         <ul> <li>(3 points)</li> <li>90%-100% of the learner-beneficiaries</li></ul></li></ul>	<ul> <li>✓ Learners' Nutritional Status (Baseline and End line Data)</li> </ul>
At least 79% of the learner-	

beneficiaries achieved normal		
	- 1 pt <b>.</b>	
status	- i pt.	
<ul> <li>3. Disaster Risk Reduction Management Implementation and Institutionalization of R Clean and Green Program, Solid Waste Mana (3 points) <ul> <li>90% - 100% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling Program implemented</li> </ul> </li> <li>79% - 89% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Management such as segregation of waste materials and provision of Material Recovery Facility (MRF) and Recycling</li> </ul>	RA 9003:	✓ Completed CSSF, ACR of the Solid Waste Mgt., and picture of MRF
	2	
Program implemented	- 2 pts.	
<ul> <li>68% - 78% of the Comprehensive School Safety Framework (CSSF) and implementation of Solid Waste Manageme such as segregation of waste materials and provision of Material Recovery Facility (MF and Recycling Program implemented</li> </ul>	d	
4. Health and Safety (4 points)		✓ Pictures/picto
<ul> <li>100% implementation of COVID-19 Protocols such as setting of hand- washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval</li> </ul>	- 4 pts.	narrative/video of the activities relative to COVID-19 protocols with ACR
<ul> <li>95% - 99% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal</li> </ul>		

scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 3 pts.	
<ul> <li>90%-94% implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 2 pts.</li> </ul>	
<ul> <li>89% and below implementation of COVID-19 Protocols such as setting of hand-washing facilities, thermal scanner at the entrance, putting up of triage, provision of PPEs such as facemask and face shield to employees, regular disinfection of school facilities, disinfection of modules tools and the like, before distribution, during, and after retrieval - 1 pt.</li> </ul>	
<ul> <li>5. DCP Package Utilization (3 points) <ul> <li>Heightened use of DCP Package and other available technologies integrated in the curriculum and implementation on the ICT ingenuities that further improve service of the school with the following indicators: <ul> <li>a. Presence of document that shows 100% usage of equipment of knowledge embodied in the DCP package.</li> <li>b. ICT integration in the curriculum has produced a highly conducive and beneficial learning experience to the learner.</li> </ul> </li> </ul></li></ul>	Utilization report of DCP Package by ICT (monthly or quarterly with pictorials), Portfolio of learners' outputs in ICT- related activities, and DCP related activities are present in the SIP/AIP for at least 2 consecutive years

<ul> <li>c. The school implemented initiatives in the maintenance of ICT.</li> <li>All indicators were met - 3 pts.</li> <li>Only 2 indicators were met - 2 pts.</li> <li>Only 1 indicator was met - 1 pt.</li> </ul> 6. Maintenance of Learning Facilities and Equipment	✓ Property Custodian's
<ul> <li>(2 points)</li> <li>90%-100% of learning facilities and equipment were properly accounted and maintained - 2 pts.</li> <li>70%-89% of learning facilities and equipment were properly accounted and maintained - 1 pt.</li> </ul>	Accomplishment Report
C. HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT	(10 points)
<ul> <li>1. Provision of L &amp; D (5 points)</li> <li>School conducts 8 hours LAC Sessions per grade level/per subject per month &amp; 2 INSETs in a year -5 pts.</li> <li>School conducts 8 hours LAC Sessions Per grade level/per subject per month &amp; 1 INSET in a year/6 hours SLAC Sessions per grade level/per subject per month &amp; 2 INSETs in a year -4 pts.</li> <li>School conducts 6-7 hours LAC Sessions per grade level/per subject per month &amp; 1 INSET in a year -3 pts.</li> <li>School conducts 4-5 hours LAC Session per grade level/per subject in a month &amp; 1 INSET in a year -2 pts.</li> <li>School conducts 2-3 hours LAC Session per grade level/per subject in a month &amp; no provision of INSET -1 pt.</li> </ul>	<ul> <li>✓ Memorandum</li> <li>✓ LAC Plan/training designs approved by the Approving Authority of the SDO</li> <li>✓ ACR, Impact evaluation, and other M&amp;E Tools</li> </ul>
<ul> <li>2. Attendance of staff to National, Regional, Division, District Level Virtual or Face-to-Face seminar, workshops, and trainings (5 Points)</li> <li>No. of Staff who attended seminar/trainings divided by total number of staff) x allotted points</li> </ul>	<ul> <li>✓ SPPD/School Training Needs as approved by SH</li> <li>✓ Training matrix</li> <li>✓ Memo</li> </ul>

D. SCHOOL LEADERSHIP, MANAGEMENT, AND	OPERATIO	Certificate of Participation/ appearance N (15 points)	
<ul> <li>1. Financial Management (5 Points) <ul> <li>100% liquidation of MOOE and other funds submitted at least 3 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 2 days before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul> </li> <li>100% liquidation of MOOE and other funds submitted 1 day before the deadline</li> </ul>	<ul> <li>- 5 pts.</li> <li>- 4 pts.</li> <li>- 3 pts.</li> <li>- 2 pts.</li> </ul>	<ul> <li>Certification coming from the Division Accountant indicating the date of the deadline of liquidation plus the authenticated liquidation report as of December 31, 2020</li> </ul>	
<ul> <li>2. School Improvement Plan/AIP (5 points) <ul> <li>a. Creation and Functionality of SPT</li> <li>b. Alignment of AIP to SIP</li> <li>c. Information dissemination to stak</li> <li>d. Implementation of PAPs</li> <li>e. Quarterly review and adjustment of through SMEA</li> </ul> </li> <li>All of the above cited indicators are present</li> <li>Four of the above cited indicators is present</li> <li>Three of the above cited indicators are present</li> <li>Two of the above cited indicators are present</li> <li>Only one of the above cited indicators</li> </ul>	eholders conducted - 5 pts. - 4 pts. - 3 pts. - 2 pts.	<ul> <li>✓ SIP, AIP, WFP/APP</li> <li>✓ Attendance of stakeholders, SPT, Program managers</li> <li>✓ ACR</li> <li>✓ SRC</li> <li>✓ SMEA</li> </ul>	
is present <b>3. Basic Education –Learning Continuity Pla</b> <b>LCP) (5 Points)</b> • 100% of the Programs, Project and Activities were implemented -	- 1 pt. <b>n (BE-</b> - 5 pts.	<ul> <li>✓ BE-LCP Accomplishment Tracking Form</li> </ul>	

• 95% - 99% of the Programs, Project	t		
and Activities were implemented	– 4 pts.		
• 90% - 94% of the Programs, Project			
and Activities were implemented	– 3 pts.		
<ul> <li>85% - 89% of the Programs, Project</li> </ul>	•		
and Activities were implemented	– 2 pts.		
<ul> <li>Below 85% of the Programs, Project</li> </ul>			
•			
and Activities were implemented <b>E. PARENTS INVOLVEMENT AND COMMUN</b>	– 1 pt.	HID (2 points)	
<ul> <li><b>1. School-Community Partnership.</b> (5 pc)</li> <li>90% - 100% of the LSAs ((Parents))</li> </ul>	Jints)	✓ LSA contracts	*
		✓ Schedule of	
LGU paid, and other Volunteers)		Assignments	
are actively involved in the Distance		✓ Outputs/Results	
Learning Modality implementation	– 5 pts.	✓ Accomplishment	
		Report	
<ul> <li>80% - 89% of the LSAs ((Parents,</li> </ul>			
LGU paid, and other Volunteers)			
are actively involved in the Distance	e		
Learning Modality implementation	– 4 pts.		
• 70% - 79% of the LSAs ((Parents,			
LGU paid, and other Volunteers)			
•	2		
are actively involved in the Distance			
Learning Modality implementation	– 3 pts.		
• 60% - 69% of the LSAs ((Parents,			
LGU paid, and other Volunteers)	LGU paid, and other Volunteers)		
are actively involved in the Distance	e		
Learning Modality implementation	– 2 pts.		
• Below 60% of the LSAs ((Parents,			
LGU paid, and other Volunteers)			
are actively involved in the Distance			
Learning Modality implementation			
2. Resources generated through Brigada			*
other resource-generated initiatives (3 p	Joints)		
· · · · · · · · · · · · · · · · · · ·		✓ Project Proposal	
JHS/SHS/IS	Points	✓ Deed of donations	
		<ul> <li>✓ Deed of acceptance</li> </ul>	
Php400,000.00 and above	3 pts.	<ul> <li>✓ BE Report</li> </ul>	
Php300,000.00 to 399,999.00	2 pts.		
Php200,000.00 to 299,999.00	1 pt.		
F. OUTSTANDING/MERITORIOUS ACCOMPI	LISHMENTS (13	points)	
1. SBM Level of Practice (5 points)			
· · · · · · · · · · · · · · · · · · ·			
		•	•

SBM Level III III II	Validation Level RO Division Division	Allotted Points 5 points 3 points 1 point		~	as evaluated and approved by the Division/Regional SBM Task Force Certificate of Accreditation or level duly signed by the SDS/RD
<ul><li>School's</li><li>School's</li></ul>	WInS-OMS ratin WInS-OMS ratin WInS-OMS ratin	g of 2 Stars – 1.5 g of 1 Star – 0.5	pts. pts.		duly certified by the SDO Coordinator and District Nurse
<ul> <li>3. Rewards and Recognition received by the school for the current Calendar Year (2.5 points)</li> <li>National/International - 2.5 pts.</li> <li>Region - 2.0 pts.</li> <li>Division - 1.5 pts.</li> <li>District - 1.0 pt.</li> </ul> Note: <ul> <li>a. Points earned are cumulative but not to exceed the allotted points for the criterion.</li> <li>b. For same awards received in a calendar year, points earned shall be based on the award received in the highest governance level. Otherwise, points earned</li> </ul>			pts. pts. pts. pt. <i>ints</i>	✓ ✓	Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion) Program invitation/Memo
points) ✓ Ingenuit • This orig alig targ grea	ation of the Sch ty of the Project pertains to the inality of the pu nment of its objuct. The project	e nature and roject and the jectives to its			Project Design/Manual School Improvement Plan/AIP Project Implementation Plan Resource Generated for School Banner Project implementation

<ul> <li>✓ Advocacy Strategies – 0.5 pt.</li> <li>This pertains to the various strategies undertaken by the School to communicate the banner project to the internal and external stakeholders and the School draws support from its partners.</li> </ul>	<ul> <li>✓ ACR (with highlights of stake holders' involvement</li> <li>✓ School Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>✓ Impact to School Performance – 1.0 pt.</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the School.</li> </ul>	<ul> <li>✓ Project Implementation Plan</li> </ul>
<ul> <li>✓ Accomplishments relative to School Banner Project Implementation - 1.0 pt.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the School Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ SMEA Results on School Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>

## SEARCH FOR THE MOST OUTSTANDING SCHOOLS DIVISION OFFICE (PROVINCIAL DIVISION)

SDO:	Date:	
CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. OPCRF RATINGS for the Last 2 Rating Periods (30 point	s)	
1. Performance Rating of the SDO with an Outstanding Rating (4.50 and above)	<ul> <li>✓ OPCRF certified by the PMT for CY 2019 and 2020</li> </ul>	
Point/s Earned		
= (Average of the Two OPCRF Ratings / 5) x 30		
B. STRATEGIC MANAGEMENT (22 points)		
<ul> <li>1. Division Education Development Plan (2.5 points)</li> <li>100% of the targets set for FY 2020</li> </ul>	<ul> <li>✓ Targets set FY 2020</li> <li>✓ Accomplishments per quarter</li> </ul>	
<ul> <li>were successfully accomplished - 2.5 pts.</li> <li>95%-99.99% of the targets set for FY 2020 were successfully</li> </ul>	per quarter	
<ul> <li>accomplished - 2 pts.</li> <li>90%-94.99% of the targets set for FY 2020 were successfully</li> </ul>		
<ul> <li>accomplished - 1.5 pts.</li> <li>85% -89.99% of the targets set for FY 2020 were successfully</li> </ul>		
Accomplished - 1 pt.		
<ul> <li>2. Division Monitoring, Evaluation, and Adjustment</li> <li>(2.5 points)</li> <li>100% accomplishment of annual</li> </ul>	<ul> <li>✓ Validated DMEA Results</li> </ul>	
<ul> <li>physical and financial targets - 2.5 pts.</li> <li>95% - 99.99% accomplishment of</li> </ul>		
<ul><li>annual physical and financial targets - 2 pts.</li><li>90% - 94.99% accomplishment of</li></ul>		
Annual physical and financial targets - 1.5 pts.		
<ul> <li>85% - 89.99% accomplishment of annual physical and financial targets - 1 pt.</li> </ul>		
<ul> <li>3. Provision of Technical Assistance (3 points)</li> <li>95% - 100% of the DFTACTs have provided TA to priority schools per quarter - 3 pts.</li> </ul>	<ul> <li>✓ DFTACT Structure and DFTACT Deployment Reports for CY 2020</li> </ul>	

<ul> <li>90% - 94.99% of the DFTACTs have provided TA to priority schools per quarter</li> <li>85% - 89.99% of the DFTACTs have provided TA to priority schools per quarter</li> <li>80% - 84.99% of the DFTACTs have provided TA to priority schools per quarter</li> <li>75% - 79.99% of the DFTACTs have provided TA to priority schools per quarter</li> <li>1.5 pts.</li> </ul>	<ul> <li>✓ Accomplished Monitoring and Evaluation plans and procedures (and the accomplished M&amp;E Tools)</li> </ul>
<ul> <li>4. Promoting a Culture of Research (3 points) <ul> <li>At least 40 researches have been endorsed to RO for the last 2 years</li> <li>30-39 researches have been endorsed to RO for the last 2 years</li> <li>20-29 researches have been endorsed to RO for the last 2 years</li> <li>20-29 researches have been endorsed to RO for the last 2 years</li> <li>20-19 researches have been endorsed to RO for the last 2 years</li> <li>10-19 researches have been endorsed to RO for the last 2 years</li> <li>9 and below researches have been endorsed to RO for the last 2 years</li> <li>15 pts.</li> </ul> </li> </ul>	✓ Endorsement from the SDS to RO
<ul> <li>5. Submission of Form 7 – Attendance of Teaching and Non-Teaching Employees (2 points)</li> <li>Due date for submission: Every 2<sup>nd</sup> week of the following month <ul> <li>1 week before deadline</li> <li>2 points</li> <li>on the deadline</li> <li>1 point</li> </ul> </li> </ul>	<ul> <li>✓ Verified Copies of Form 7 by the Administrative Division specifying the dates received from January to December 2020</li> </ul>
<ul> <li>6. Implementation of the BE-LCP (CY 2020) (5 points) <ul> <li>100% of the Programs, Project</li> <li>and Activities were implemented</li> <li>95% - 99% of the Programs, Project</li> <li>and Activities were implemented</li> <li>- 4 pts.</li> </ul> </li> <li>90% - 94% of the Programs, Project <ul> <li>and Activities were implemented</li> <li>- 3 pts.</li> </ul> </li> <li>85% - 89% of the Programs, Project <ul> <li>and Activities were implemented</li> <li>- 2 pts.</li> <li>Below 85% of the Programs, Project</li> </ul> </li> </ul>	<ul> <li>✓ SDO BE-LCP Accomplishment Tracking Form</li> </ul>

and Activities were implemented – 1 pt.	
7. Implementation of the SDO Banner Project (4 points)	
<ul> <li>Ingenuity of the Project - 0.5 point</li> <li>This pertains to the nature and originality of the project and the alignment of its objectives to its target. The project should have great impact to the current needs of the Division Office.</li> </ul>	<ul> <li>✓ Project Design/Manual</li> <li>✓ Division Educational Development Plan</li> <li>✓ Project Implementation Plan</li> </ul>
<ul> <li>Advocacy Strategies - 0.5 point</li> <li>This pertains to the various strategies undertaken by the Division to communicate the banner project to the internal and external stakeholders and the Division draws support from its partners.</li> </ul>	<ul> <li>✓ Resource Generated for Division Banner Project implementation</li> <li>✓ Activities conducted (with documentation</li> <li>✓ Highlights of stakeholders' involvement</li> </ul>
<ul> <li>Impact to Division Performance - 1.5 points</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the Division.</li> </ul>	<ul> <li>✓ Division Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>Accomplishments relative to Division Banner Project Implementation - 1.5 points</li> <li>Accomplishments should be based on the Annual Implementation Plan of the Division Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ Project Implementation Plan</li> <li>✓ RMEA Results on Division Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>
C. Curriculum Management and Instruction (11 points)	
<ol> <li>SDO Performance Indicators for the last two (2) years (4 points)</li> <li>✓ Net Enrolment Rate</li> <li>95% - 100% ENR - 1 pt.</li> <li>90% - 94.99% ENR - 0.75 pt.</li> <li>85% - 89.99% ENR - 0.5 pt.</li> </ol>	Copy of the Net Enrolment Rate, Drop-out Rate, CSR, and CR for the last two years validated by PPRD

• 80% - 84.99% ENR	- 0.25 pt.	
<ul> <li>✓ Cohort Survival Rate         <i>Baseline:75%</i> <ul> <li>At least 10% increase or at least 95% CSR</li> <li>At least 7% increase</li> </ul> </li> </ul>	– 1 pt. – 0.75 pt.	
At least 5% increase	– 0.5 pt.	
<ul> <li>✓ Completion Rate Baseline:75%</li> <li>At least 10% increase or at least 95% CR</li> <li>At least 7% increase</li> <li>At least 5% increase</li> </ul>	– 1 pt. – 0.75 pt. – 0.5 pt.	
✓ Drop-out Rate		
<ul> <li>Zero (0) drop -out from the baseline data from year to year in 2 years</li> <li>0.01% -1% drop-out from the</li> </ul>	– 1 pt.	
<ul><li>baseline data from year to year</li><li>in 2 years</li><li>1.01% - 2% drop-out from the</li></ul>	– 0.75 pt.	
<ul><li>baseline data from year to year</li><li>in 2 years</li><li>3% &amp; above drop-out from the</li></ul>	– 0.5 pt.	
baseline data from year to year in 2 years	– 0.25 pt.	
<ul> <li>2. SDO Literacy Rate/Improved Reading Level (2.5 points)</li> <li>90-100% of the learners are at least</li> </ul>		Consolidated Phil-IRI Result (Pre and Post Tests) validated by
Instructional Readers	- 2.5 pts.	CLMD
<ul> <li>80% - 89.99% of the learners are at least Instructional Readers</li> <li>70% - 79.99% of the learners are at</li> </ul>	- 2 pts.	
<ul> <li>least Instructional Readers</li> <li>60% - 69.99% of the learners are at</li> </ul>	- 1.5 pts.	
<ul> <li>Other learners are at least Instructional Readers</li> <li>At least 59% of the learners are at</li> </ul>	- 1 pt.	
Instructional Readers	- 0.5 pt.	
3. SDO Numeracy Rate (Improved Numeracy Le (2.5 points)	evel)	Consolidated Numeracy
		Assessment Result

<ul> <li>90-100% of the learners are highly numerates</li> <li>80% - 89.99% of the learners are highly numerates</li> <li>70% - 79.99% of the learners are highly numerates</li> <li>60% - 69.99% of the learners are highly numerates</li> <li>At least 59% of the learners are</li> </ul>	- 2.5 pts. - 2 pts. - 1.5 pts. - 1 pt.	(Pre and Post Tests) validated by CLMD
Highly numerates 4. Academic Performance /Average Grades of points) Average grades of learners for the last two 2019-2020 and SY 2020-2021) x 0.02		Average Grades of Learners generated from the LIS
<ul> <li>4 L&amp;D Sub-systems were implemented in the conduct of development/trainings for personnel</li> <li>3 L&amp;D Sub-systems were implemented in the conduct of development/trainings for personnel</li> <li>2 and below L&amp;D Sub-systems were implemented in the conduct of</li> </ul>	- 2.5 points - 2 points - 1.5 point - 1 point	<ul> <li>✓ LDNA Report</li> <li>✓ L &amp; D Plan</li> <li>✓ L &amp; D Design</li> <li>✓ Resource Package</li> <li>✓ Program/Activity Completion Report</li> </ul>
<ul> <li>2. Percentage of Target SDO Personnel Trained (4</li> <li>Teaching Personnel</li> </ul>	.5 points)	<ul> <li>✓ Activity Completion</li> <li>Report</li> <li>✓ LDNA Report</li> </ul>

80%-100% Target SDO Teaching Personnel were 1.50	
60%-79.99% Target SDO Teaching Personnel were trained	5
40%-59.99% Target SDO Teaching Personnel were trained	
20%-39.99% Target SDO Teaching Personnel were trained	5
Teaching-Related Personnel	
80%-100% Target SDO Teaching-Related Personnel	
were trained	
Personnel were trained 0.75	
40%-59.99% Target SDO Teaching-Related 0.50 Personnel were trained	
20%-39.99% Target SDO Teaching-Related Personnel were trained	5
Non Teaching Demonstral	
Non-Teaching Personnel	
80%-100% Target SDO Non-Teaching Personnel 1.50 were trained	
60%-79.99% Target SDO Non-Teaching Personnel 0.75 were trained	5
40%-59.99% Target SDO Non-Teaching Personnel 0.50 were trained	
20%-39.99% Target SDO Teaching-Related Personnel were trained	5
3. Filling up of Items (Teaching Personnel) (2.5 points)	✓ Percentage of newly
	created and existing
<ul> <li>100% filling up of teaching personnel (new and existing)</li> <li>- 2.5 point</li> </ul>	vacant teaching and ts non-teaching items
• 95% -99.99% filling up of teaching	✓ Government
<ul> <li>personnel (new and existing) - 2 points</li> <li>90% - 94.99% filling up of teaching</li> </ul>	Management Information System
personnel (new and existing) - 1.5 point	-
<ul> <li>85% -89.99% filling up of teaching</li> </ul>	Itemization and
personnel (new and existing) - 1 point	Plantilla of Personnel
• 80% -84.99% filling up of teaching	(GMIS PSIPOP)
personnel (new and existing) - 0.5 point	t ✓ Certification of data of filling up from the
4. Filling up of Items (Non-Teaching Personnel)	Personnel Section of
(2.5 points)	the Admin Division as
100% filling up of non-teaching	of December 31, 2020

personnel (new and existing) – 2.5 pts.	
<ul> <li>95% -99.99% filling up of non-teaching personnel (new and existing) – 2 pts.</li> <li>90% - 94.99% filling up of non-teaching personnel (new and existing) – 1.5 pts.</li> <li>85% -89.99% filling up of non-teaching personnel (new and existing) – 1 pt.</li> <li>80% -84.99% filling up of non-teaching personnel (new and existing) – 0.5 pt.</li> </ul>	
E. RESOURCE MANAGEMENT (10 points)	
<ul> <li>1. Monthly Downloading and Liquidation of Funds (2 points) <ul> <li>100% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>95% - 99.99% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>90% - 94.99% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>90% - 94.99% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>90% - 94.99% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>100% - 1 pt.</li> </ul> </li> <li>85% - 89.99% monthly downloading of all funds to the schools and liquidation reports submitted on time</li> <li>0.5 pt.</li> </ul>	<ul> <li>✓ Certification of the percentage of monthly downloading of MOOE to the schools</li> <li>✓ Certification of Budget Utilization Report from the Finance Division as of December 31, 2020 subject for validation</li> </ul>
2. AOM Received (4 points)• 1 - 5 AOMs Received• 6 - 10 AOMs Received• 11-15 AOMs Received- 1 pt.	
<ul> <li>No NS and ND plus 2 points</li> </ul>	
3. Budget Utilization Rate (Obligation and Disbursement) (4 points)	<ul> <li>✓ Submitted emailed of validated EBMS</li> </ul>
Obligation Rate         • OR of 98% -100%       - 2 points         • OR of 96% -97.99%       - 1.5 points         • OR of 94%-95.99%       - 1 point         • OR of 90% - 93.99%       - 0.5 point	

Disbursement Rate       - 2 point         DR of 100%       - 2 point         DR of 97% - 99.99%       - 1.5 point         DR of 95% - 96.99%       - 1 point         DR of 93% - 94.99%       - 0.5 point	nts t			
		<b></b>		
F. COMMUNITY LINKAGES AND PARTNERSHIP				
1. Resources generated to Support BE-LCP (1.	5 points)	$\checkmark$	DPDS	
100% increase generated over last year	- 1.5 pts.			
90% - 99.99% increase generated over	- 1.25 pts.			
last year				
80% - 89.99% increase generated over	- 1 pt.			
last year				
70% - 79.99% increase generated over	- 0.75 pt.			
last year				
69% and below increase generated over	- 0.50 pt.			
last year				
2. Bayanihan Effort to Support the BE-LCP Imp	lementation	✓	Accomplishment	
(1.5 points)			Report on the BE-LCP	
			in terms of	
100% accomplishment on the targets in			partnership	
the BE-LCP under partnership	- 1.50 pts.			
90% - 99.99% accomplishment on the	·			
targets in the BE-LCP under				
partnership	- 1.25 pts.			
80% - 89.99% accomplishment on the				
targets in the BE-LCP under				
partnership	- 1.0 pt.			
70% - 89.99% accomplishment on the				
targets in the BE-LCP under				
partnership	- 0.75 pt.			
69% and below accomplishment on the	0.75 pt.			
targets in the BE-LCP under				
partnership	- 0.50 pt.			
participinp	0.50 pt.			
G. OUTSTANDING/MERITORIOUS ACCOMPLIS	HMENTS (12	no	ints)	
1. School-Based Management (3 points)		<b>₽0</b>	Regional	
At least 5% of the schools were			Memorandum	
recognized by RO with SBM Level 3			• (CY 2017, 2018,	
of practice for the last 3 years	– 3 pts.		and 2019)	
<ul> <li>4% - 4.99% of the schools were</li> </ul>	J prs.			
recognized by RO with SBM Level 3		$\checkmark$	Certification of	
<b>U I</b>	_ 25 ptc			
of practice for the last 3 years	– 2.5 pts.		percentage of Schools	

<ul> <li>3% - 3.99% of the schools were recognized by RO with SBM Level 3 of practice for the last 3 years</li> <li>At least 2% of the schools were recognized by RO with SBM Level 3 of practice for the last 3 years</li> <li>At least 1% of the schools were recognized by RO with SBM Level 3 of practice for the last 3 years</li> </ul>	– 2 pts. – 1.5 pts. – 1 pt.	with at least Level 3 SBM practice from the QAD
<ul> <li>2. SBM- WinS (2.5 points)</li> <li>At least 5% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> <li>4% - 4.99% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> <li>3% - 3.99% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> <li>At least 2% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> <li>At least 2% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> <li>At least 1% of the schools have WINS-OMS Rating of 3 stars for the last 3 years</li> </ul>	<ul> <li>2.5 pts.</li> <li>2 pts.</li> <li>1.5 pts.</li> <li>1 pt.</li> <li>0.5 pt.</li> </ul>	✓ Three-Star Approach (TSA) Monitoring Form duly signed by the RO validating team
<ul> <li>3. Rewards and Recognition received by the SDO f current Calendar Year (4.5 points) <ul> <li>a. Awards received from DepEd or any DepEd Recognized Agencies and Organizations (1</li> <li>International - 1.5 pts.</li> <li>National - 1.0 pt.</li> <li>Region - 0.5 pt.</li> </ul> </li> <li>b. Quality Management System (1.5 points) <ul> <li>ISO Certified SDO - 1.5 p</li> <li>On Process for ISO certification - 0.5 p</li> <li>CSC PRIME-HRM (1.5 points)</li> <li>PRIME-HRM Level II Recognized - 1.5 p</li> <li>On Process for Prime-HRM - 0.5 p</li> </ul> </li> </ul>	l .5 points) ts. ot.	<ul> <li>✓ Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion)</li> <li>✓ ISO Certified Docs</li> <li>✓ QMS documents</li> <li>✓ PRIME-HRM Level II Certification</li> <li>✓ PRIME-HRM</li> </ul>
<ul> <li>Of Process for Prime-fixing = 0.3 p</li> <li>4. Supervising the operations of all public and privelementary, secondary and integrated schools (2 p</li> </ul>	ate	<ul> <li>✓ Prime-rikin documents</li> <li>✓ Percentage of Public and Private Schools</li> </ul>

✓ EBEIS and LIS (1 point)		submitting/encoding/
		updating EBEIS, LIS,
• 100% of the total number of public		and PMIS
And private schools in the division are		✓ Certification from the
submitting/encoding/updating EBEIS		PPRD
and LIS on or before the deadline	– 1 pt.	
<ul> <li>90% - 99.99% of the total number of</li> </ul>	i pt.	
public and private schools in the		
division are submitting/encoding/		
updating EBEIS and LIS on or before	0.75	
the deadline	– 0.75 pt.	
• 80% - 89.99% of the total number of		
public and private schools in the		
division are submitting/encoding/		
updating EBEIS and LIS on or before	05.	
the deadline	– 0.5 pt.	
• 70% - 79.99% of the total number of		
public and private schools in the		
division are submitting/encoding/		
updating EBEIS and LIS on or before		
the deadline	– 0.25 pt.	
✓ PMIS (1 point)		
• 100% of the total number of public		
and private schools in the division		
are submitting/encoding/updating	4	
the PMIS on or before the deadline	– 1 pt.	
• 90% - 99.99% of the total number of		
public and private schools in the		
division are submitting/encoding/		
updating the PMIS on or before the		
deadline	– 0.75 pt.	
• 80% - 89.99% of the total number of		
public and private schools in the		
division are submitting/encoding/		
updating the PMIS on or before the		
deadline	– 0.5 pt.	
• 70% - 79.99% of the total number of		
public and private schools in the		
division are submitting/encoding/		
updating the PMIS on or before the		
deadline	– 0.25 pt.	

## SEARCH FOR THE MOST OUTSTANDING SCHOOLS DIVISION OFFICE (CITY DIVISION)

SDO: \_\_\_\_\_ Date: \_\_\_\_\_

CRITERIA/INDICATORS	MEANS OF VERIFICATION (MOVs)	Points Earned
A. OPCRF RATINGS for the Last 2 Rating Periods (30 point		
<ol> <li>Performance Rating of the SDO with an Outstanding Rating (4.50 and above)</li> <li>Point/s Earned         <ul> <li>= (Average of the Two OPCRF Ratings / 5) x 30</li> </ul> </li> </ol>	<ul> <li>✓ OPCRF certified by the PMT for CY 2019 and 2020</li> </ul>	
B. STRATEGIC MANAGEMENT (22 points)		
<ol> <li>Division Education Development Plan (2.5 points)</li> <li>100% of the targets set for FY 2020 were successfully accomplished - 2.5 pts.</li> <li>95%-99.99% of the targets set for FY 2020 were successfully accomplished - 2.0 pts.</li> <li>90%-94.99% of the targets set for FY 2020 were successfully accomplished - 1.5 pts.</li> <li>85% -89.99% of the targets set for FY 2020 were successfully</li> </ol>	<ul> <li>✓ Targets set FY 2020</li> <li>✓ Accomplishments per quarter</li> </ul>	
Accomplished - 1.0 pt.		
<ul> <li>2. Division Monitoring, Evaluation, and Adjustment (2.5 points) <ul> <li>100% accomplishment of annual physical and financial targets - 2.5 pts.</li> <li>95% - 99.99% accomplishment of annual physical and financial targets - 2.0 pts.</li> <li>90% - 94.99% accomplishment of Annual physical and financial targets - 1.5 pts.</li> <li>85% - 89.99% accomplishment of annual physical and financial targets - 1.0 pt.</li> </ul> </li> </ul>	✓ Validated DMEA Results	
<ul> <li>3. Provision of Technical Assistance (3 points)</li> <li>95% - 100% of the DFTACTs have provided TA to priority schools per quarter</li> <li>90% - 94.99% of the DFTACTs have provided TA to priority schools per</li> </ul>	<ul> <li>✓ DFTACT Structure and DFTACT Deployment Reports for CY 2020</li> <li>✓ Accomplished Monitoring and Evaluation plans and</li> </ul>	

quarter- 2.5 pts.85% - 89.99% of the DFTACTs have provided TA to priority schools per quarter- 2.0 pts.80% - 84.99% of the DFTACTs have provided TA to priority schools per quarter- 1.5 pts.75% - 79.99% of the DFTACTs have provided TA to priority schools per quarter- 1.0 pt.	procedures (and the accomplished M&E Tools)
<ul> <li>4. Promoting a Culture of Research (3 points) <ul> <li>At least 20 researches have been</li> <li>endorsed to RO for the last 2 years - 3.0 pts.</li> </ul> </li> <li>15-19 researches have been</li> <li>endorsed to RO for the last 2 years - 2.5 pts.</li> <li>10-14 researches have been</li> <li>endorsed to RO for the last 2 years - 2.0 pts.</li> <li>5-9 researches have been</li> <li>endorsed to RO for the last 2 years - 1.5 pts.</li> <li>4 and below researches have been</li> <li>endorsed to RO for the last 2 years - 1.0 pt.</li> </ul>	✓ Endorsement from the SDS to RO
<ul> <li>5. Submission of Form 7 – Attendance of Teaching and Non-Teaching Employees (2 points)</li> <li>Due date for submission: Every 2<sup>nd</sup> week of the following month <ul> <li>1 week before deadline</li> <li>2.0 pts.</li> <li>on the deadline</li> <li>1.0 pts.</li> </ul> </li> </ul>	<ul> <li>✓ Verified Copies of Form 7 by the Administrative Division specifying the dates received from January to December 2020</li> </ul>
<ul> <li>6. Implementation of the BE-LCP (CY 2020) (5 points) <ul> <li>100% of the Programs, Project</li> <li>and Activities were implemented</li> <li>95% - 99% of the Programs, Project</li> <li>and Activities were implemented</li> <li>4 pts.</li> </ul> </li> <li>90% - 94% of the Programs, Project <ul> <li>and Activities were implemented</li> <li>3 pts.</li> </ul> </li> <li>85% - 89% of the Programs, Project <ul> <li>and Activities were implemented</li> <li>2 pts.</li> </ul> </li> <li>Below 85% of the Programs, Project <ul> <li>and Activities were implemented</li> <li>1 pt.</li> </ul> </li> </ul>	<ul> <li>✓ SDO BE-LCP Accomplishment Tracking Form</li> </ul>
7. Implementation of the SDO Banner Project (4 points)	
✓ Ingenuity of the Project - 0.5 pt.	

<ul> <li>This pertains to the nature and originality of the project and the alignment of its objectives to its target. The project should have great impact to the current needs of the Division Office.</li> </ul>	<ul> <li>✓ Project         <ul> <li>Design/Manual</li> <li>✓ Division Educational             <ul></ul></li></ul></li></ul>
<ul> <li>✓ Advocacy Strategies – 0.5 pt.</li> <li>This pertains to the various strategies undertaken by the Division to communicate the banner project to the internal and external stakeholders and the Division draws support from its partners.</li> </ul>	<ul> <li>✓ Resource Generated for Division Banner Project implementation</li> <li>✓ Activities conducted (with documentation</li> <li>✓ Highlights of stakeholders' involvement</li> </ul>
<ul> <li>✓ Impact to Division Performance - 1.5 pts.</li> <li>This depends on the target or focus of the project. The project should address the identified needs/weaknesses of the Division.</li> </ul>	<ul> <li>✓ Division Performance Indicators</li> <li>✓ Customers' Feedback</li> </ul>
<ul> <li>Accomplishments relative to Division Banner Project Implementation - 1.5 pts.</li> <li>Accomplishments should be based on the Annual Implementation Plan of the Division Banner Project. Value added accomplishments shall be given additional points based on merit set by the evaluators.</li> </ul>	<ul> <li>✓ Project Implementation Plan</li> <li>✓ RMEA Results on Division Banner Implementation</li> <li>✓ Value Added Accomplishments</li> </ul>
C. Curriculum Management and Instruction (11 points)	
<ol> <li>SDO Performance Indicators for the last two (2) years (4 points)</li> <li>✓ Net Enrolment Rate</li> <li>95% - 100% ENR - 1.0 pt.</li> <li>90% - 94.99% ENR - 0.75 pt.</li> <li>85% - 89.99% ENR - 0.50 pt.</li> <li>80% - 84.99% ENR - 0.25 pt.</li> </ol>	<ul> <li>✓ Copy of the Net Enrolment Rate, Drop-out Rate, CSR, and CR for the last two years validated by PPRD</li> </ul>
<ul> <li>✓ Cohort Survival Rate Baseline:75%</li> <li>At least 10% increase or at least 95% CSR - 1.0 pt.</li> </ul>	

At least 7% increase	– 0.75 pt.	
At least 5% increase	– 0.50 pt.	
✓ Completion Rate		
Baseline:75%		
• At least 10% increase or at		
least 95% CR	– 1.0 pt.	
• At least 7% increase	– 0.75 pt.	
At least 5% increase	– 0.50 pt.	
	0.00 P.	
✓ Drop-out Rate		
• Zero (0) drop -out from the		
Baseline data from year to year		
in 2 years	– 1.0 pt.	
<ul> <li>0.01% -1% drop-out from the</li> </ul>	1.0 pt.	
Baseline data from year to year		
in 2 years	– 0.75 pt.	
<ul> <li>1.01% - 2% drop-out from the</li> </ul>	0.75 pt.	
Baseline data from year to year		
in 2 years	– 0.50 pt.	
• 3% & above drop-out from the	0.50 pt.	
baseline data from year to year		
in 2 years	– 0.25 pt.	
in z years	– 0.23 pt.	
2. SDO Literacy Rate/Improved Reading Level		✓ Consolidated Phil-IRI
(2.5 points)		Result (Pre and Post
<ul> <li>90-100% of the learners are at least</li> </ul>		Tests) validated by
Instructional Readers	- 2.5 pts.	CLMD
<ul> <li>80% - 89.99% of the learners are at</li> </ul>	2.5 pt3.	CLIVID
least Instructional Readers	– 2.0 pts.	
<ul> <li>70% - 79.99% of the learners are at</li> </ul>	– 2.0 pts.	
least Instructional Readers	15 ptc	
<ul> <li>60% - 69.99% of the learners are at</li> </ul>	– 1.5 pts.	
<ul> <li>60% - 69.99% of the learners are at least Instructional Readers</li> </ul>	10 -	
<ul> <li>At least 59% of the learners are at</li> </ul>	– 1.0 pt.	
At least 59% of the learners are at Instructional Readers	-05  nt	
	- 0.5 pt.	✓ Consolidated
3. SDO Numeracy Rate (Improved Numeracy I		
(2.5 points)		Numeracy Assessment Result
<ul> <li>90-100% of the learners are highly numerator</li> </ul>	) [ n+-	
<ul><li>numerates</li><li>80% - 89.99% of the learners are</li></ul>	– 2.5 pts.	(Pre and Post Tests)
	_ 2 0 ptc	validated by CLMD
highly numerates	– 2.0 pts.	
<ul><li>highly numerates</li><li>70% - 79.99% of the learners are</li></ul>	·	
<ul><li>highly numerates</li><li>70% - 79.99% of the learners are highly numerates</li></ul>	– 2.0 pts. – 1.5 pts.	
<ul> <li>highly numerates</li> <li>70% - 79.99% of the learners are highly numerates</li> <li>60% - 69.99% of the learners are</li> </ul>	– 1.5 pts.	
<ul><li>highly numerates</li><li>70% - 79.99% of the learners are highly numerates</li></ul>	·	validated by CLMD

<ul> <li>numerates – 0.50 pt.</li> <li>4. Academic Performance /Average Grades of Learners (2 points) Average grades of learners for the last two (2) years (SY 2019-2020 and SY 2020-2021) x 0.02</li> <li><b>D. HUMAN RESOURCE DEVELOPMENT AND MANAGEME</b></li> <li>1. Implementation of L and D System (2.5 points)</li> <li>Full implementation of L&amp;D System (Learning and Development Needs Assessment [LDNA], Learning and Development Planning [LDP], Learning</li> </ul>	<ul> <li>✓ Average Grades of Learners generated from the LIS</li> </ul>
<ol> <li>Implementation of L and D System (2.5 points)</li> <li>Full implementation of L&amp;D System (Learning and Development Needs Assessment [LDNA], Learning and Development Planning [LDP], Learning</li> </ol>	<ul> <li>✓ LDNA Report</li> <li>✓ L &amp; D Plan</li> </ul>
<ul> <li>Full implementation of L&amp;D System (Learning and Development Needs Assessment [LDNA], Learning and Development Planning [LDP], Learning</li> </ul>	✓ L&D Plan
Development Designing [LDD], Learning and Development Resource Package Development [LDRPD], Learning and Development Program Delivery [LDPD]) in the conduct of development/ trainings for personnel - 2.5 points • 4 L&D Sub-systems were implemented in the conduct of development/trainings for personnel - 2.0 points • 3 L&D Sub-systems were implemented in the conduct of development/trainings for personnel - 1.5 point • 2 and below L&D Sub-systems were implemented in the conduct of development/trainings for personnel - 1.0 point	<ul> <li>Resource Package</li> <li>Program/Activity</li> <li>Completion Report</li> </ul>
<ul> <li>2. Percentage of Target SDO Personnel Trained (4.5 points)</li> <li>Teaching Personnel         <ul> <li>80%-100% Target SDO Teaching Personnel were 1.50</li> <li>60%-79.99% Target SDO Teaching Personnel were 0.75</li> <li>40%-59.99% Target SDO Teaching Personnel were 0.50</li> <li>20%-39.99% Target SDO Teaching Personnel were 0.25</li> </ul> </li> <li>Teaching-Related Personnel         <ul> <li>80%-100% Target SDO Teaching Personnel were 0.25</li> <li>Teaching-Related Personnel</li> <li>1.50</li> </ul> </li> </ul>	<ul> <li>✓ Activity Completion Report</li> <li>✓ LDNA Report</li> </ul>

60%-79.99%       Target       SDO       Teaching-Related       0.75         Personnel were trained       0.075       0.50       0.50         40%-59.99%       Target       SDO       Teaching-Related       0.50         Personnel were trained       0.50       0.25       0.25         Personnel were trained       0.25       0.25         •       Non-Teaching Personnel       0.25         •       Non-Teaching Personnel       1.50         %       60%-100%       Target       SDO       Non-Teaching Personnel         %       60%-79.99%       Target       SDO       Non-Teaching Personnel       1.50         %       60%-79.99%       Target       SDO       Non-Teaching Personnel       0.75         %       were trained       0.75       0.75       0.75       0.75         %       Were trained       0.75       0.50       0.50         %       20%-39.99%       Target       SDO       Teaching-Related       0.50         %       20%-39.99%       Target       SDO       Teaching-Related       0.25	
Personnel were trained0.233. Filling up of Items (Teaching Personnel) (2.5 points)100% filling up of teaching personnel (new and existing)- 2.5 pts.95% -99.99% filling up of teaching personnel (new and existing)- 2.0 pts.90% - 94.99% filling up of teaching personnel (new and existing)- 1.5 pts.85% -89.99% filling up of teaching personnel (new and existing)- 1.0 pts.80% -84.99% filling up of teaching personnel (new and existing)- 0.5 pt.	<ul> <li>Percentage of newly created and existing vacant teaching and non-teaching items</li> <li>Government Management Information System Personnel Services Itemization and Plantilla of Personnel (GMIS PSIPOP)</li> <li>Certification of data of filling up from the Personnel Section of</li> </ul>
<ul> <li>4. Filling up of Items (Non-Teaching Personnel) (2.5 points)</li> <li>100% filling up of non-teaching personnel (new and existing) - 2.5 pts.</li> <li>95% -99.99% filling up of non-teaching personnel (new and existing) - 2.0 pts.</li> <li>90% - 94.99% filling up of non-teaching personnel (new and existing) - 1.5 pts.</li> <li>85% -89.99% filling up of non-teaching personnel (new and existing) - 1.0 pts.</li> <li>80% -84.99% filling up of non-teaching personnel (new and existing) - 0.5 pt.</li> </ul>	the Admin Division) as of December 31, 2020
E.RESOURCE MANAGEMENT (10 points)1.Monthly Downloading and Liquidation of Funds (2 points)	

100% monthly downloading of	✓ Certification of the
all funds to the schools and liquidation	percentage of
reports submitted on time - 2.0 pts.	monthly downloading
	of MOOE to the
<ul> <li>95% - 99.99% monthly downloading of</li> </ul>	schools
all funds to the schools and liquidation	✓ Certification of Budget
reports submitted on time -1.5 pts.	Utilization Report
	from the Finance
• 90% - 94.99% monthly downloading of	Division as of
all funds to the schools and liquidation	December 31, 2020
reports submitted on time – 1.0 pt.	subject for validation
	subjection variation
<ul> <li>85% - 89.99% monthly downloading of</li> </ul>	
all funds to the schools and liquidation	
reports submitted on time $-0.5$ pt.	
2. AOM Received (4 points)	1
• 1 - 5 AOMs Received – 2 pts.	
• 6 - 10 AOMs Received - 1.5 pts.	
• 11-15 AOMs Received - 1 pt.	
<ul> <li>No NS and ND plus 2 points</li> </ul>	
3. Budget Utilization Rate (Obligation and Disbursement)	✓ Submitted emailed of
(4 points)	validated EBMS
Obligation Rate	
• OR of 98% -100% - 2 points	
• OR of 96% -97.99% - 1.5 points	
• OR of 94%-95.99% - 1.0 point	
• OR of 90% - 93.99% - 0.5 point	
Disbursement Rate	
• DR of 100% - 2.0 points	
• DR of 97% - 99.99% - 1.5 points	
<ul> <li>DR of 95% - 96.99% - 1.0 point</li> </ul>	
<ul> <li>DR of 93% - 94.99% - 0.5 point</li> </ul>	
F. COMMUNITY LINKAGES AND PARTNERSHIPS ENGAGE	MENTS (3 points)
1. Resources Generated to Support the BE-LCP	✓ DPDS
(1.5 points)	
100% increase generated over last year - 1.5 points	
90% - 99.99% increase generated over	
last year - 1.25 points	
80% - 89.99% increase generated over	
last year - 1.0 point	
70% - 79.99% increase generated over	
last year - 0.75 point	
69% and below increase generated over	
last year - 0.50 point	

		1
2. Bayanihan Effort to Support the	BE-LCP	<ul> <li>✓ Accomplishment</li> </ul>
Implementation (1.5 points)		Report on the BE-LCP
		in terms of
100% accomplishment on the targets in		partnership
	- 1.50 pts.	
90% - 99.99% accomplishment on the		
targets in the BE-LCP under partnership	- 1.25 pts.	
80% - 89.99% accomplishment on the	1.25 pt3.	
	10	
targets in the BE-LCP under partnership	- 1.0 pt.	
70% - 89.99% accomplishment on the	0.75	
targets in the BE-LCP under partnership	- 0.75 pt.	
69% and below accomplishment on the		
targets in the BE-LCP under partnership	- 0.50 pt.	
G. OUTSTANDING/MERITORIOUS ACCOMPLISH	<mark>IMENTS (1</mark> 2	2 points)
1. School-Based Management (3 points)		✓ Regional
• At least 5% of the schools were		Memorandum
recognized by RO with SBM Level 3		• (CY 2017, 2018,
of practice for the last 3 years	– 3.0 pts.	and 2019 )
• 4% - 4.99% of the schools were		
recognized by RO with SBM Level 3		✓ Certification of
of practice for the last 3 years	– 2.5 pts.	percentage of Schools
• 3% - 3.99% of the schools were	2.5 p to:	with at least Level 3
recognized by RO with SBM Level 3		SBM practice from the
of practice for the last 3 years	2.0  mtc	
	– 2.0 pts.	QAD
At least 2% of the schools were		
recognized by RO with SBM Level 3		
of practice for the last 3 years	– 1.5 pts.	
<ul> <li>At least 1% of the schools were</li> </ul>		
recognized by RO with SBM Level 3		
of practice for the last 3 years	– 1.0 pt.	
2. SBM- WinS (2.5 points)		✓ Three-Star Approach
		(TSA) Monitoring
• At least 5% of the schools have WInS-OMS		Form duly signed by
Rating of 3 stars for the last 3 years	– 2.5 pts.	the RO validating
• 4% - 4.99% of the schools have WInS-OMS	,	team
Rating of 3 stars for the last 3 years	– 2.0 pts.	
• 3% - 3.99% of the schools have WINS-OMS	··· [- ·-·	
Rating of 3 stars for the last 3 years	– 1.5 pts.	
<ul> <li>At least 2% of the schools have WInS-OMS</li> </ul>	p.s.	
Rating of 3 stars for the last 3 years	– 1.0 pts.	
<ul> <li>At least 1% of the schools have WInS-OMS</li> </ul>	– 1.0 pts.	
Rating of 3 stars for the last 3 years	– 0.5 pt.	

<ul> <li>3. Rewards and Recognition received by the SDO for the current Calendar Year (4.5 points) <ul> <li>a. Awards received from DepEd or any DepEd Recognized Agencies and Organizations (1.5 points)</li> <li>International - 1.5 pts.</li> <li>National - 1.0 pt.</li> <li>Region - 0.5 pt.</li> </ul> </li> </ul>	<ul> <li>✓ Plaque/Certificate of Recognition/ Appreciation/medals (First Placer or Champion)</li> </ul>
<ul> <li>b. Quality Management System (1.5 points)</li> <li>ISO Certified SDO - 1.5 pts.</li> <li>On Process for ISO certification - 0.5 pt.</li> </ul>	<ul><li>✓ ISO Certified Docs</li><li>✓ QMS documents</li></ul>
c. CSC PRIME-HRM (1.5 points) PRIME-HRM Level II Recognized – 1.5 pts. On Process for Prime-HRM – 0.5 pt.	<ul> <li>✓ PRIME-HRM Level II Certification</li> <li>✓ PRIME-HRM documents</li> </ul>
<ul> <li>4. Supervising the operations of all public and private elementary, secondary and integrated schools (2 points)</li> <li>✓ EBEIS and LIS (1 point)</li> <li>100% of the total number of public and private schools in the division are submitting/encoding/updating EBEIS and LIS on or before the deadline - 1.0 pt.</li> <li>90% - 99.99% of the total number of public and private schools in the division are submitting/encoding/updating EBEIS and LIS on or before the deadline - 0.75 pt.</li> <li>80% - 89.99% of the total number of public and private schools in the division are submitting/encoding/updating EBEIS and LIS on or before the deadline - 0.75 pt.</li> <li>80% - 89.99% of the total number of public and private schools in the division are submitting/encoding/updating EBEIS and LIS on or before the deadline - 0.50 pt.</li> <li>70% - 79.99% of the total number of public and private schools in the division are submitting/encoding/updating EBEIS and LIS on or before the deadline - 0.25 pt.</li> <li>✓ PMIS (1 point)</li> <li>100% of the total number of public and private schools in the division are submitting/encoding/updating the PMIS on or before the deadline - 0.25 pt.</li> </ul>	<ul> <li>Percentage of Public and Private Schools submitting/encoding/ updating EBEIS, LIS, and PMIS</li> <li>Certification from the PPRD</li> </ul>

<ul> <li>public and private schools in the division are submitting/encoding/updating the PMIS on or before the deadline - 0.75 pt</li> <li>80% - 89.99% of the total number of public and private schools in the division</li> </ul>	
<ul> <li>are submitting/encoding/updating</li> <li>the PMIS on or before the deadline - 0.50 pt</li> <li>70% - 79.99% of the total number of</li> <li>public and private schools in the division</li> </ul>	
are submitting/encoding/updating the PMIS on or before the deadline – 0.25 pt.	