



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
No. 453, s. 2021

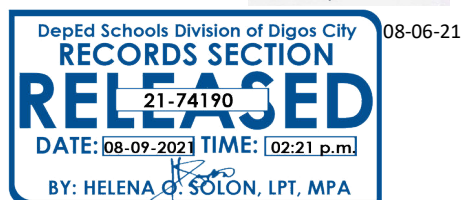
August 6, 2021

**ALIGNED GUIDELINES AND CRITERIA WITH HIGHER
AWARD-GIVING BODIES RE: THE SEARCH FOR 2021 AGILA/EAGLE**

**TO: ASDS
DIVISION CHIEFS
PSDSs
EPSs
SECTION HEADS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
DiCNHS DEPARTMENT HEADS
HRD SPECIALISTS
ALL TEACHING AND NON-TEACHING PERSONNEL**

1. Relative to the attached Regional Memorandum No. 048 dated July 19, 2021 with the same title above, the field is hereby informed of the Revised Guidelines and Criteria for the 2021 Virtual Search of AGILA/EAGLE (see attachment) which were aligned with those of the higher award-giving bodies to provide guidance on the expectations of becoming an awardee.
2. Please be also advised that the AGILA/EAGLE Awarding Ceremony has been rescheduled earlier from October 8-9, 2021 to October 7-8, 2021.
3. The timeline set forth in the Regional Memorandum No. 39 dated May 18, 2021 is still to be followed.
4. For your guidance.

CRISTY C. EPE
Schools Division Superintendent



Encls: As stated

References: None

To be indicated in the Perpetual Index under the following subjects: SGOD HRD REWARDS AND RECOGNITION
HRD: CUY: 8/06/2021 ALIGNED GUIDELINES AND CRITERIA WITH HIGHER AWARD-GIVING BODIES RE: THE
SEARCH FOR 2021 AGILA/EAGLE





Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

July 19, 2021

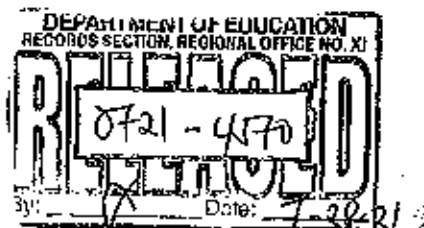
REGIONAL MEMORANDUM

No. 048 s.2021

**ALIGNED GUIDELINES AND CRITERIA WITH HIGHER
 AWARD-GIVING BODIES RE: THE SEARCH FOR 2021
 AGILA/EAGLE**

To: All Schools Division Superintendents
 Chiefs of Functional Divisions
 RSC/TWG Members (Region XI Office, Davao City Division Schools-
 Bernardo Carpio NHS, Cabantian NIS, Tugbok NHS)

1. This has reference to the Regional Memorandum No. 39 dated May 18, 2021 re: **Virtual Search and Awarding Ceremony on the 2021 Achievement of Great Instructional Leadership Award (AGILA) for Public School Teachers, School Heads Public Schools District Supervisors and Division Education Program Supervisors and the 2021 Exemplary Achievement for Great and Laudable Employees (EAGLE) for Non-Teaching Employees.**
2. Herewith is the Revised Guidelines and Criteria, which were aligned with those of the higher award-giving bodies to guide the potential employee as to its expectations on becoming an awardee.
3. The Awarding Ceremony is rescheduled from October 8-9, 2021 to October 7-8, 2021. Link will be provided a day before the activity.
4. Kindly follow the timeline set forth in the above mentioned regional memorandum.
5. Widest dissemination is earnestly enjoined.



By: **ALLAN G. FARNAZO**
 Director IV

Enclosure: As Stated.

References:

Revised Policies on Employee Suggestions and Incentives Awards System (ESIAS) provided under the Civil Service Commission (CSC) Resolution No. 010112, CSC MC No.01, s. 2001, DepED Order No. 9 s. 2002 Section 6.2.7 dated March 5, 2002

Education Week 2019 celebration

To be indicated in the Perpetual Index

Under the following subjects:

AWARDS

SEARCH

TEACHERS

ROI12/fgv



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147





Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

July 19, 2021

(Enclosure No. 1 to the Regional Memorandum No. ____ s. 2021)

**GUIDELINES ON THE VIRTUAL SEARCH AND AWARDING CEREMONY ON THE
2021 ACHIEVEMENT OF GREAT INSTRUCTIONAL LEADERSHIP AWARD
(AGILA) FOR PUBLIC SCHOOL TEACHERS, SCHOOL HEADS
PUBLIC SCHOOLS DISTRICT SUPERVISORS AND DIVISION EDUCATION PROGRAM
SUPERVISORS AND 2021 EXEMPLARY ACHIEVEMENT FOR GREAT
AND LAUDABLE EMPLOYEES (EAGLE) FOR
NON-TEACHING EMPLOYEES**

I. Coverage

The search is open to all Elementary and Secondary Teachers, School Heads, Public Schools District Supervisors and Education Program Supervisors and majority of non-teaching employees per category who are employed in the Department of Education, Region XI.

II. Categories of Awards/color code for AGILA

No.	Category	Color Code
A. Teacher		
1	A.1 Elementary Regular Teachers 1-111	Blue*
2	A.2. Kindergarten	Pink*
3	A.3 Multi-grade Teacher	Gray*
4	A.4 Secondary Regular Teachers 1-111	Green * Yellow*
5	A.4.1 Junior High School	
	A.4.2 Senior High School	
	A.5 Inclusive Education	
6	A.5.1 ALIVE	Gold*
7	A.5.2 SPED	Orange*
8	A.5.3 ALS – DALSC	Violet*
9	A.5.4 ALS-Mobile	Violet*
10	A.5.5 IPED	Red*
11	A.6 Master Teacher	Black
12	A.6.1 Master Teacher Elementary	*
13	A.6.2 Master Teacher Junior High School	*
	A.6.3 Master Teacher Senior High School	*
B. SCHOOL HEADS-Principals, School-In-Charge, Head Teachers Category		
14	B.1 Elementary School Principal	Brown *
15	B.2 School-In-Charge/	*
16	B.3 Head Teachers	*
17	B.4 Secondary School Principal/	*
18	B.5 School-In-Charge	*
19	B.6 Head Teachers	*
20	B.7 Junior High School Principal	*



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

21	B.8 School-In-Charge	*
22	B.9 Head Teachers	*
23	B.10 Senior High School Principal	*
24	B.11 Asst. School Principal/ School-In-Charge	*
25	B.12 Head Teachers	*
26	C. Public Schools District Supervisor	Immaculate Blue (Sky Blue)*
27	D. Division Education Program Supervisor	White *
	Total = 27	

**specific category*

III. Categories of Awards/color code for EAGLE.

No.	Category	Color Code
1.	Accountant I-III	Red
2.	Administrative Officer I-V	Yellow
3.	Project Development Officer I-IV	Navy Blue
4.	Education Program Specialist II (EPSp II)	Black
5.	EPSp II - ALS	Fuchsia
6.	Information Technology Officer 1	Mint Green
7.	Planning Officer III	Violet
8.	Admin Assistant I-VI	Sky blue
9.	Admin Aide I-VI	Forest green
10.	Driver	Pink
11.	Engineer	White
12.	Attorney III-IV	Orange
13.	Dentist II-III	Gray
14.	Medical Officer III-IV	Brown
15.	Nurse II	Gold
16.	Senior Education Program Specialist (SEPS)	Royal Blue
	Total = 16	

IV. AGILA and EAGLE Qualification

The nominees must meet the following criteria, to wit:

1. Employed in the Department of Education with a designation/appointment which indicates any of the above-mentioned categories for at least three (3) years (2017-2018, 2018-2019, 2019-2020) at the time of nomination;
2. Must not be a national awardee and must not also be regional AGILA/EAGLE awardee, as Most Outstanding Employee/First Place before;



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

3. Have been rated at least Very Satisfactory for the last three (3) consecutive performance rating period prior to the nomination; and
4. Have not been found guilty of any administrative or criminal offense involving moral turpitude and no pending administrative or criminal case at the time of nomination.
5. Have rendered a minimum of ten (10) years in service with at least “very satisfactory” rating in the last 10 years. Moreover, the nominee must not be on leave for more than two years immediately prior to nomination and must still have at least 3 years of remaining service before retirement.
6. Elementary, secondary, and alternative learning system mobile teachers must have full teaching load.
7. For integrated schools, only one nominee per level (elementary and/or secondary).
8. **Those carrying administrative functions/positions, including district alternative learning system coordinators are eligible** provided they carry a minimum of 6 hours (or 6 units)/week teaching load for the past 10 years and within the school year they are joining.

V. Nomination Documents

The nomination folder shall contain the following documents and must be submitted in three (3) certified photocopies, to wit;

1. Properly accomplished nomination form.
2. The summary of the accomplishments should be certified/ signed by the nominee and the nominator (Head of the Agency/ Department, SDS) ; (1) a 3- minute video presentation of significant achievements in USB;
3. CSC Form 212 or Personal Data Sheet of the nominee with passport size (1 ½” x 2”) ID picture (hard copy/soft copy) with nametag taken within the last six (6) months;
4. Certification and / or copy of the Minutes of Deliberation on the nomination by the Division Selection Committee (DSC);
5. **Notarized Certification issued to the nominee by the head of office that he/she has not been found guilty of any administrative or criminal case against him/her at the time of nomination;**
6. Certified photocopies of nominee’s achievements clippings, news items, pictures and other documents to support the nomination;
7. All nominations with corresponding support documents endorsed by the nominator must be submitted to the Division Office in color coded folder or soft bound document.
8. Cover page of the document shall indicate the name, position, title of the search, the category, name of school and division of its nominee.

VI. AGILA and EAGLE Evaluation Criteria

1. The nominees shall be evaluated based on the criteria in Enclosure No. 1. Evidences should be in the form of Signed Testimonies, Certification by the Chief of the Division/Schools Division Superintendent/other Stakeholders, Certificate of Participation/ Recognition for the **last three (3) years**, and valid (CAV) educational attainment documents;



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

2. There shall be five (5) shortlisted regional nominees of which three top winners will be chosen based on document evaluation and virtual/onsite validation. In the event that nominee's score does not reach the cut off score 85%, he is automatically disqualified for the top 5 shortlist;
3. If he/she is a lone nominee from among 11 divisions, he/she shall satisfy the 85%, otherwise, he is not qualified;
4. School heads category shall have served a minimum of six (6) months and/or an aggregate of two (2) years regardless of station he/she was /is assigned;
5. A **fifty (50)-page (including the two-page Executive Summary)** rule shall be **strictly followed**, if not, the Regional Selection committee shall disqualify the nominee.
6. There shall be a separate evaluation for each category;
7. Each nominee shall be evaluated through the certified photocopy of the documents submitted in three separate folders to the Chair/Co-chair of each category, with a 3-minute video presentation for their significant accomplishments.
8. Division Selection Committee (SC) shall choose the Eleven (11) Division winners, one (1) Division winner for each category); and
9. Regional SC shall choose the top 1 winner for each category for the **Most Outstanding 2021 AGILA/EAGLE** awardees; The 2nd and 3rd place winners can still compete for the next years' search.

VII. Evaluation Process

1. The nominees shall submit their pertinent papers in three (3) hard photocopy folder, with a 3-minute video presentation (in a flash drive) of their significant achievements to the Division Selection Committee (DSC) for the Division level 2021 AGILA/EAGLE Search on July 20-August 9,2021 after which the SDOs will then conduct the Division AGILA/EAGLE Virtual Awarding ceremony between August 10-15,2021
2. The DSC shall then indorse the results with rating of the evaluation with the documents of the **Eleven (11) winners/nominees** per category and the video presentation with the division awarding ceremony video with names attached to the nominees for identification on August 20,2021 to the Regional Office, attention: HRDD Chief, Lorna F. Mapinogos, EdD
3. The HRDD shall then indorse the documents to the Regional Selection Committee (RSC) (please see attached RSC by Category) headed by the Assistant Regional Director as the overall Chairperson and they shall evaluate the documents to come up for the five (5) shortlisted nominees, only top three winners will be awarded.
4. Consequently, the conduct of the virtual/on-site validation will be on August 27-31,2021 to come up with the top three (3) winners in the Regional level search for each category of the 2021 AGILA and EAGLE which will then be deliberated and declared on or before September 3,2021; and
5. The Regional Office shall award the Eleven (11 nominees per category of the 11 Schools Division Offices with a Certificate of Recognition.



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

6. The Regional Office shall award the Eleven (11) top three winners per category with a Certificate and Plaque of Recognition and token. The RSCs shall likewise receive tokens.
7. Virtual platform and link will be announced later for the awarding ceremony.
8. The Regional Screening Committee (RSC) will use the standard ranking system in the evaluation.

VIII. Awards and Prizes

Regional winners/nominees shall receive a Plaque, Certificate of Recognition and token chargeable against Regional Office Funds subject to the usual accounting and auditing rules and regulations, to wit;

IX. Timetable (March – October 2021)

In-Charge	Activity mechanism	Indicative Schedule
HRDD	HRD Conference on the Alignment of criteria with the Higher Award-Giving Bodies	March 11, 2021
HRDD	Capacity Bldg on How to Become an Exemplary Awardee	April 26,2021
HRDD/QAD	HRDD Series of Conferences on the Evaluation of AGILA/EAGLE Tool with QAD	April 27-May 19,2021
HRDD	Release of Regional Memorandum for the Search and Awarding Ceremony of AGILA/EAGLE 2021	3 rd week of May 2021
SDOs-DSC	Division Selection Committee to commence evaluation and declaration of winners	July 21,2021
SDOs	SDOs to conduct the Division AGILA EAGLE Awarding Ceremony	August 9-13,2021
SDOs	Submission of nominees and documents with video from the SDOs Awarding Ceremony	August 16,2021
RSC	Regional Evaluation by RSCs and selection of winners	August 18-27,2021
RSC	Virtual validation of winners	August 27-31,2021
RSC/HRDD	Submission of winners to RD and approval and declaration of winners	September 3,2021
HRDD	Preparation of plaques, tokens, cert. of recognition, program, regional video	September 4-30,2021
HRDD	Conduct of awarding ceremony – AGILA and EAGLE	October 7-8,2021



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

X. Composition of the Regional Selection Committee (RSC) for the Search for Most Outstanding AGILA and EAGLE 2021

Over-All Chairperson	Allan G. Farnazo, CESO V Regional Director
Co-Chairperson	Ma. Ines C. Asuncion, CESO V Asst. Regional Director
Vice Co- Chairperson.....	Lorna F. Mapinogos, EdD Chief, HRDD
Over-All Secretariat.....	Florence G. Victoria, EdD EPS – HRDD, Focal Person

II.	Regional Selection Committee (RSC) per Category:
	A. ACHIEVEMENT OF GREAT INSTRUCTIONAL LEADERSHIP AWARD (AGILA)
Category 1: Division Education Program Supervisors (Div. EPS)	
Chair: Dr. Lorna F. Mapinogos, HRDD Chief <i>(Team A)</i>	
Members: 1.Dr. Florence G. Victoria 2.Dr. Cherry Ann D. Into 3. Ms. Jesselyn de la Cuesta	
Category 2: Public Schools District Supervisor (PSDS)	
Chair: Mr Jenielito S. Atillo, Chief-QAD <i>(Team B)</i>	
Members: 1. Dr. Maflor J. Dingal 1. Dr. Alfeo B. Ingay	
Category 3 : Elementary , Secondary and Senior High School Heads - Principal/School-In-Charge, Head Teacher	
Chair: Dr. Nelmalyn Barnija, OIC Chief FTAD <i>(Team C)</i>	
3.1 Elementary	Secondary
Co-Chair: Dr. Cherry D. Into	3.2 Junior High School Co-Chair: Dr. Danilo M. Canda
Member: Dr. Ma. Christina Dionisio	3.3 Senior High School Co-Chair: Mr. Ronnie Mercado Member: Mr. Ronnie Mercado
Category 4: Elementary and Secondary Master Teacher	
Chair: Dr. Marilyn B. Madrazo, Chief, PPRD <i>(Team D)</i>	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

4.1 Elementary	Secondary	
	4.2 Junior High School (JHS)	4.3 Senior High School (SHS)
Co-Chair: Dr. Cherry Ann D. Into	Co-Chair: Dr. Mary Jane M. Mejorada	Co-Chair: Dr. Herminia A. Bantiding
Member: Dr. Jeffrey Bernabe	Member: Jeffrey L. Bernabe	Member: Ms. Maureen Ava B. Acuna

Category 5: Teacher

Chair: Dr. Mary Jeanne Aldeguer, Chief (Team E)
5.1 Co-Chair: Dr. Herminia A. Bantiding- Teacher 1 – 111 Elementary Members: 1. Dr. Fedelina Huevos 2. Dr. George Wong
5.2 Co-Chair: Dr. Maria Liza T. Berandoy– Junior High School Members: 1. Dr. Ma Cielo Estrada 2. Ms. Jeselyn de la Cuesta
5.3 Co-Chair: Dr. Fedelina Huevos – Senior High School Members: 1. Dr. Mary Jane M. Mejorada 2. Dr. Brenda S. Belonio
5.4 Co-Chair: Dr. Danilo Dohinog – ALIVE Members: Dr. Analiza Almazan Ms. Agnes A. Sagsagat
5.5 Co-Chair: Ms. Jesselyn de la Cuesta – SPED Members: Dr. Maricel Langahid
5.6 Co-Chair: Dr. Maricel Langahid – ALS Members: 1. Dr. Manuel P. Vallejo 2. Ms. Isidra B. Despi 3. Dr. Alfeo B. Ingay
5.7 Co-Chair: Dr. George N. Wong – Multi-Grade Members: Dr. Manuel P. Vallejo
5.8 Co-Chair: Dr. Manuel P. Vallejo – IPED Member: Dr. George Wong
5.9 Co-Chair: Dr. Analiza Almazan – Kindergarten Member: Danilo Dohinog Member : Marian T. Bitacura

B. EXEMPLARY AWARDS FOR GREAT AND LAUDABLE EMPLOYEE (EAGLE)

Categories 1-7:
Chair: Ms. Loradel Baricaoa, Chief, Finance (Team F)
Category 1: Accountant 1-11
Co-Chair: Dr. Herminia A. Bantiding Members: Ms. Suzette A. Morales



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Category 2: Administrative Officer I- V	
Co-Chair: Janice Gamalong	
Member: Leonides Jimmy T. Jesuro III	
Category 3: PDO III-IV	
Co-Chair: Ms. Janice T. Gamalong, SAO	
Member: Mr. Alim Maguindanao	
Category 4: Education Program Specialist II	
Co-Chair: Danilo M. Canda	
Member: Isidra B. Despi	
Category 5: Education Program Specialist II-ALS	
Co-Chair: Dr. Maricel Langahid	
Member: Ms. Isidra B. Despi	
Dr. Alfeo B. Ingay	
Category 6: Information Technology Officer I	
Co-Chair: Mr. Ricardo B. Guinto	
Member: Ms. Maureen Ava B. Acuña	
Category 7: Senior Education Program Specialist	
Co-Chair: Maureen Ava B. Acuna	
Member: Suzette A, Morales	
Categories 8-12 :	
Chair -Dr. Roy T. Enriquez, ASD Chief (Team G)	
Category 8: Planning Officer I-III	
Co-Chair: Dr. Ma. Christina Dionisio	
Member: Dr. Jeoffrey Bernabe	
Category 9 Admin Assistant I-VI	
Co-Chair: Mr. Leonides Jimmy T. Jesuro	
Member: Ms.Genamie Solitario	
Category 10: Admin Aide I-VI	
Co-Chair: Dr. Manny Vallejo	
Member: Dr. George S. Wong	
Category 11: Driver	
Co-Chair: Mr. Allan Ebuna	
Member: Mr. Edgar Castigon	
Category 12: Attorney I-IV	
Co-Chair : Atty Ben Masungcad	
Member : Shiela Balbas	
Categories 13 – 17:	
Chair: Dr. Warlito E. Hua, Chief, ESSD (Team H)	
Category 13: Dentist I-III	
Co-Chair: Dr. Marra B. Medrano	
Member: Ms. Reissa Tindoy	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

	Category 14: Medical Officer II-IV	
	Co-Chair: Dr. Marra B. Medrano Member : Stephen Mark T. Castres	
	Category 15: Nurse II	
	Co-Chair: Maureen Ava B. Acuna Member: Stephen Mark T. Castres	
	Category 16: a. PDO 1(YOUTH FORMATION COORDINATORS)	
	Co-Chair: Stephen Mark T. Castres,RN Member: Dr. Marra B. Medrano	
	b. PDO 2 (DRRM) Co-chair : John Arnel Villacorte Member : Mark Stephen Castres	
	Category 17: Engineer	
	Co-Chair: Engr. Rene Agbayani Member: Engr. Jay Amor P. Garduse	
III.	Secretariat/Documenters....	Dr. Florence G. Victoria, EPS, HRDD Dr. Cherry Anne D. Into, EPS, PPRD Dr. Mary Jane M. Mejorada, EPS, CLMD Dr. Herminia A. Bantiding, EPS, QAD
IV.	Tabulators	Chair - Dr. Herminia Bantiding, EPS, QAD Members- Ms. Agnes A. Sagsagat, EPSp II, HRDD Mr. Kim Ravida,Tugbok NHS, Davao City Mr. Darryl H. Remollino, ADAS, HRDD

XI. Technical Working Committees

1. Finance Ways and Means	2. Resource Mobilization
Chair: Ms. Loradel L. Baricaoa, FD Chief Members: Ms. Fritzie May Padua Ms. Katherine C. Datoy	Chair: Dr. Warlito Hua, Chief, ESSD Members: Engr. Alim Maguindanao Dr. Mara B. Medrano
3. Plaques and Certificates	4. Validation of Winners
Chair: Dr. Florence G. Victoria – EPS, HRDD Co- Chairpersons: Ms. Agnes A. Sagsagat-certificates Ms. Maureen Ava B. Acuna-Plaques Members: Mr. Daryl Remollino Mr. Kim P. Ravida	Chairperson: Mr. Jenielito S. Atillo, QAD Chief Co-Chair: Dr. Maflor J. Dingal Member: Dr. Alfeo B. Ingay Dr. Brenda S. Belonio Dr. Herminia A. Bantiding
5. Public Affairs and Press Release	6. Virtual Hosts
Chair: Mr. Jenielito S. Atillo, QAD Chief	Moderator: Dr. Manuel P. Vallejo



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Co-Chair: Dr. Gemima V. Galang, AOV, PAU	Partner: Ms. Maureen Ava Acuna
7. Information Technology (IT) team	8. Program Production/Distribution
Chair: Mr. Eugene B. Dorado Members: 1. Mr. Kim P. Ravida 2. Mr. Michael Binghay 3. Mr. Jose Carlos C. Fernandez 4. Mr. Romano C. Sudaria 5. Mr. Erle A. Notarte	Chair: Mr. Kim P. Ravida Members: Ms. Agnes A. Sagsagat Ms. Darryl H. Remollino Ms. Marianne T. Bitacura
9. Quality Assurance Technical Assistance, Monitoring and Evaluation (QATAME)	
Chair: Jenielito S. Atillo, QAD Chief Co-Chair: Dr. Brenda S. Belonio Members: Dr. Maflor J. Dingal, Dr. Alfeo B. Ingay & Dr. Herminia A. Bantiding	



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

(Enclosure No. 2 to Memorandum No. _____ s. 2021)

PICTURE OF
THE
NOMINEE

PROFILE

**2021 VIRTUAL SEARCH FOR ACHIEVEMENT OF GREAT INSTRUCTIONAL
LEADERSHIP AWARD (AGILA) and EXEMPLARY ACHIEVEMENT OF GREAT
AND LAUDABLE EMPLOYEES(EAGLE)**

Please Check (✓) the corresponding box:

SCHOOL HEADS ☐ PSDS- DISTRICT/CLUSTER ☐ DIVISION EPS ☐
ELEMENTARY ☐ JUNIOR HIGH SCHOOL ☐ SENIOR HIGH SCHOOL ☐
NON-TEACHING EMPLOYEES ☐

I. A. PERSONAL DATA

Name: _____

Surname

Given Name

Middle Name

Home Address _____

Residence No.

Street

Zone/Barangay

City/Province Address:

Civil Status: _____ Sex: _____ Age: _____

Date of Birth: _____ Place of Birth: _____

Assigned _____

School/ _____

Address: _____

District: _____ Division: _____

Contact Numbers: Landline: _____ Mobile: _____

Have you been charge of Administrative Case? NO ☐ YES ☐

If YES: Write in detail current status:



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

(Enclosure No. 3 to Memorandum No. ____s. 2021)

CERTIFICATE OF NOMINATION

FOR THE

**2021 VIRTUAL SEARCH FOR ACHIEVEMENT OF GREAT INSTRUCTIONAL
LEADERSHIP AWARD (AGILA) and EXEMPLARY ACHIEVEMENT OF GREAT
AND LAUDABLE EMPLOYEES(EAGLE)**

Be it known that _____ was nominated for the 2021
Search for AGILA/EAGLE for the outstanding achievement in _____ (Category)

This judgment is being rendered with reference to Regional Memorandum ____ s.
2021. Mr.Ms./Dr._____ met the criteria set where he/she exhibited
exemplary contribution to the Department of Education.

Given this _____, 2021.

Nominator

Position/Designation

Date : _____



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 4 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING
 EDUCATION PROGRAM SUPERVISOR

CRITERIA FOR EVALUATION

Evaluation Criteria	HPS	Score
4.1 Personal Development/Attributes and Professional Growth		
4.1.1 Personal Development/Attributes	10	
- Received awards and recognitions a) International b) National c) Regional d) Division	4 3 2 1	
Created EPS Personal Development Plan and established records of accomplishment of achievement verified and validated by the CID Chief and the SGOD.	2	
Exhibited fairness, deep honesty, integrity, compassion and care for others	2	
Shown commitment and passion for service excellence with evidence based portfolio of documents.	2	
Documents to be Submitted ✓ Approved Personal Development Plan ✓ Certificate or Plaque of Recognition/Appreciation ✓ Testimonies of colleagues, Chiefs/SDS		
4.1.2. Professional Growth Before and During New Normal Educational Landscape	15	
- Attended trainings and conferences a) International b) National c) Regional d) Division	3 2 1 .5	
- Obtained educational attainment a) Full-fledged EdD or PhD b) CAR in EdD or PhD c) 18 units in EdD or PhD d) Full-fledged MA Degree e) Completed Academic Requirements (CAR)	4 3.75 3.5 3 2.75	
- Performance rating for the last three(3) years a. Outstanding	4	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

b. Very Satisfactory	3		
• Facilitated seminars, trainings, and the like			
a) International	4		
b) National	3		
c) Regional	2		
d) Division	1		
• Presented research studies or best practices on TA provision to school managers			
a) International	5		
b) National	4		
c) Regional	3		
d) Division	2		
Documents to be Submitted			
✓ Certificate of Participation			
✓ Transcript of Records (CAV)			
✓ Certificate or Plaque of Recognition/Appreciation			
✓ Duly certified photocopy of published action research in a Research Journal or Certification from school heads and PSDSs			
4.2 Mandatory/Regular Functions			
4.2.1 Instructional Supervision before and during new normal educational landscape	18		
• Provided guidance and instructional supervision to PSDSs/School Heads/Master Teachers by observing and gathering data on their strengths and development needs for TA provision.	4		
• Assessed the situation of schools and learning centers and put in place an enabling environment for PSDSs, School Heads, Master Teachers and Teachers to deliver quality basic education.	4		
• Coached PSDSs/School Heads and Master Teachers on how to improve teachers' KSA in teaching-learning delivery, and to raise school performance indicators.	4		
• Has given technical assistance to promising teachers (cream of the crop) with initiatives, passion and dedication honed to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community.	6		
Documents to be submitted			
✓ Instructional Supervision Plan duly approved by the Chief			
✓ Testimonies of colleagues/Chiefs or SDS and Local Government Unit Officials			
4.2.2 Technical Assistance in School Management, Curriculum and Learning Delivery before and during new normal educational landscape	15		
• Crafted and implemented TA Plans for the Division/ district / Cluster.	3		
• Provided Technical Assistance to school heads on Program implementation.	6		
• Submitted accomplishment report and impact analysis of TA provision.	3		
Documents to be submitted:			
✓ Approved TA Plan by the Chief/SDS			
✓ Accomplished Technical Assistance Tool conformed by the school head			



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Conducted evaluation and quality-assurance activity on TA provision		
a) 90%-100% of schools provided TA raised SBM Level of Practice	3	
b) 80%-89% of schools provided TA raised SBM Level of Practice	2.5	
c) 70%-79% of schools provided TA raised SBM Level of Practice	2.0	
d) 60%-69% of schools provided TA raised SBM Level of Practice	1.5	
e) 50%-59% of schools provided TA raised SBM Level of Practice	1.0	
f) 49% and below of schools provided TA raised SBM Level of Practice	0.5	
Computation: Total no. of schools given TA/total no. of schools x100=% of schools given TA		
4.3 Mandatory/Regular Functions before and during the new normal educational landscape		
4.3.1 Management of Curriculum Implementation	12	
Developed and submitted Concept Papers, Project Designs and Proposals for curriculum enhancement and innovation. Likewise, used the LCP and LDM for the new normal educational landscape	3	
Conducted evaluation of Instructional Supervision Plan of School Heads and provided feedback for process improvement.	3	
Developed advocacy programs and materials on the basic education curriculum for information and appreciation of stakeholders.	3	
Monitored, evaluated, assessed and analyzed performance gaps of schools across learning areas including inclusive programs for possible intervention. Likewise, used the LCP and LDM monitoring tools for the new normal educational landscape	3	
Documents to be submitted:		
✓ Instructional Supervision Plan approved by the Chief		
✓ Implemented Advocacy Programs and materials approved by the Chief		
4.3.2 Learning Resource Development, Curriculum Enrichment and Localization using the LCP and LDM in the new normal educational landscape	10	
Developed training designs, modules and materials to contextualize, indigenize and localize competencies in the curriculum for use of the schools district/cluster/division	2	
Spearheaded or served as a team member to evaluate or quality assure to uphold standards of the localized learning materials for the reading program and other learning areas.	3	
Advocated and supported the development of local learning resources/materials across learning areas to support basic education curriculum.	2	
Conducted monitoring and evaluation of the schools' implementation of the localized curriculum and provided feedback for continuous enhancement.	3	
Document to be Submitted:		
✓ Approved training design by the SDS		
✓ Implemented Advocacy Programs and materials approved by the Chief		
✓ Accomplishment Report on the quality assured localized learning materials		
4.3.3 Mandatory/Regular Functions for the new normal educational landscape, uses the Learning Continuity Plan and Learning Delivery Modalities		
4.3.3.1 Monitoring and Evaluation	10	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

- Monitored and evaluated private schools through ocular inspection of required documents to determine adherence to set standards for permit to operate, recognition and accreditation and implementation. Document to be submitted: Report on M and E with Intervention ✓ Monitoring Report certified by the Private School Focal Person of the SDO.		
a) 85%-100% of the no. of private schools monitored in the area/district/cluster	2	
b) 50%- 84% of the no. of private school monitored in the area/district/cluster	1	
c) Lower than 50% of the no. of private schools monitored in the area/district/cluster	0.5	
Conducted monitoring of schools on the SBM Level of practice to identify TA provision needed.		
a) 87.6-100% of schools monitored	2	
b) 75.1-87.5%	1.5	
c) 62.6 – 75%	1	
d) 50.1 – 62.5%	0.5	
Intensified monitoring on good governance, transparency in the utilization and liquidation of the SEF/MOOE and other local funds.		
Documents to be submitted: ✓ Previous SEF and MOOE Utilization Report certified by the Municipal Treasurer/Mayor and SDO Accountant respectively.	2	
Monitored and evaluated implementation of PAPs in schools kept and accounted District portfolio of accomplishments.		
Documents to be submitted: ✓ District Portfolio with Accomplishment Report certified by the SDS.	2	
Evaluated, recognized and recommended publication of effective school best practices e.g. leaflets, SRCs, Magazine, Newsletter, Journal, etc.		
Documents to be submitted: ✓ Certificate of published documents ✓ Picture of the cover page of the publication	2	
4.4 Innovations. For the new normal educational landscape, it uses the Learning Continuity Plan and Learning Delivery Modalities	10	
Designed technology driven teaching and learning innovations, management interventions adopted by the schools in the District/Cluster that contributed to the achievement of higher learning outcomes or any other product of creativity that is relevant to community needs.	2	
Implemented communication network alternatives for schools through the web or link and or any other media in disseminating and gathering information and Reporting system at the district level.	2	
Gave technical assistance to district/school and community outreach programs for OSY, STARDO, adult learners, and other advocacies for Social and Civic Responsibilities.	2	
Assisted innovative projects and activities that gained community support and benchmark by other District. (well-documented)	2	



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Assisted the districts/schools to establish a better-tuned school monitoring system in the implementation of mandated and initiated PAPs that can be considered for benchmarking activities of effective practices by other schools/District/Cluster.	2	
TOTAL	100	

Evaluator

Position

Date: _____



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 5 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING
 PUBLIC SCHOOLS DISTRICT SUPERVISOR (PSDS)

CRITERIA FOR EVALUATION

Evaluation Criteria	HPS	Score
5. Personal Development/Attributes and Professional Growth		
5.1 Personal Development/Attributes	8	
- Received awards and recognitions e) International f) National g) Regional h) Division	4 3 2 1	
Created PSDS Personal Development Plan and established records of accomplishment of achievement verified and validated by the CID Chief and the SGOD.	1	
Exhibited fairness, deep honesty, integrity, compassion and care for others	1	
Shown commitment and passion for service excellence with evidence based portfolio of documents.	1	
Has given technical assistance to promising teachers (cream of the crop) with initiatives, passion and dedication honed to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community	1	
Documents to be Submitted ✓ Approved Personal Development Plan (PDP) ✓ Certificate or Plaque of Recognition/Appreciation ✓ Testimonies of colleagues, Chiefs/SDS and Local Government Unit Officials		
5.1.1. Professional Growth Before and During New Normal Educational Landscape	17	
- Attended trainings and conferences e) International f) National g) Regional h) Division	2 1.5 1 0.5	
- Obtained educational attainment f) Full-fledged EdD or PhD	4	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
g) CAR in EdD or PhD	3	
h) 18 units in EdD or PhD	2	
i) Full-fledged MA Degree	1	
j) Completed Academic Requirements (CAR)	0.5	
• Facilitated seminars, trainings, and the like		
e) International	4	
f) National	3	
g) Regional	2	
h) Division	1	
• Performance Rating for the last 3 years	3	
a. Outstanding	3	
b. Very satisfactory	2	
• Presented scholarly action research studies or best practices on TA provision to school managers		
e) International	4	
f) National	3	
g) Regional	2	
h) Division	1	
Documents to be Submitted		
✓ Certificate of Participation		
✓ Transcript of Records (CAV)		
✓ Certificate or Plaque of Recognition/Appreciation		
✓ Duly certified photocopy of published action research in a Research Journal or Certification from school heads and PSDSs		
5.2 Mandatory/Regular Functions		
5.2.1 Instructional Supervision before and during new normal educational landscape	18	
• Provided guidance and instructional supervision to School Heads/ Master Teachers by observing and gathering data on their strengths and development needs for TA provision.	3	
• Has given technical assistance to teachers with initiatives, passion and dedication honed to be an exemplar in the teaching-learning process, which KSAs of the learners have been translated into community improvement addressing the needs of the community.	3	
• Assessed the situation of schools and learning centers and put in place an enabling environment for School Heads, Master Teachers and Teachers to deliver quality basic education. (use OBE Assessment Tool)	6	
• Coached/Mentored and provided TA to School Heads and Master Teachers on how to improve teachers' Knowledge, Skills, and Attitude (KSA) in teaching-learning delivery, and to raise school performance indicators.	6	
Documents to be submitted		
✓ Instructional Supervision Plan duly approved by the Chief of CID		
✓ Testimonies of colleagues/Chiefs or SDS and Local Government Unit Officials		
5.2.2 Technical Assistance in School Management, Curriculum and Learning Delivery	14	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
• Crafted and implemented TA Plans for the District / Cluster.	2	
• Provided Technical Assistance to school heads on SBM implementation.	3	
• Submitted accomplishment report and impact analysis of TA provision.	3	
• Conducted evaluation and quality-assurance activity on TA provision		
g) 90%-100% of schools provided TA that contributed in raising the bar of the SBM Level of Practice	6	
h) 80%-89% of schools provided TA that contributed in raising the bar of the SBM Level of Practice	5	
i) 70%-79% of schools provided TA that contributed in raising the bar of the SBM Level of Practice	4	
j) 60%-69% of schools provided TA that contributed in raising the bar of the SBM Level of Practice	3	
k) 50%-59% of schools provided TA that contributed in raising the bar of the SBM Level of Practice	2	
l) 49% and below of schools provided TA that contributed in raising the bar of the SBM Level of Practice	1	
Computation: No. of Schools given TA/total no. of Schools x 100 = % of schools given TA		
5.3. Management of Curriculum Implementation	15	
• Developed, submitted, approved and implemented Concept Papers, Project Designs and Proposals for curriculum enhancement and innovation. <i>Note: 1</i>	3	
• Conducted evaluation of Instructional Supervision Plan of School Heads and provided feedback for process improvement.	3	
• Submitted quarterly reports to CID on the results of quarterly examination (at least two), academic progress of learners, least mastered skills and recommendation for interventions	3	
• Developed advocacy programs and materials on the basic education curriculum for information and appreciation of stakeholders. Note: 1 advocacy program and material = 1 point	3	
• Monitored, evaluated, assessed and analyzed performance gaps of schools across learning areas including inclusive programs for possible intervention. Note: 1 school = 1 point	3	
Documents to be submitted: ✓ Instructional Supervision Plan approved by the Chief ✓ Implemented Advocacy Programs and materials approved by the Chief		
5.4 Learning Resource Development, Curriculum Enrichment and Localization	8	
• Developed training designs, modules and materials to contextualize, indigenize and localize competencies in the curriculum adopted and utilized by the district/cluster/division for use of the schools district/cluster/division	2	
• Spearheaded or served as a team member to evaluate or quality assure to uphold standards of the localized learning materials for the reading program and other learning areas.	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Advocated and supported the development, reproduction, publication and utilization of local learning resources/materials across learning areas to support basic education curriculum.	2	
Conducted monitoring and evaluation of the schools' implementation of the localized curriculum and provided feedback for continuous enhancement.	2	
Document to be Submitted: ✓ Approved training design by the SDS ✓ Implemented Advocacy Programs and materials approved by the Chief ✓ Accomplishment Report on the quality assured localized learning materials		
5.5 Monitoring and Evaluation	10	
- Monitored and evaluated private schools through ocular inspection of required documents to determine adherence to set standards for permit to operate, recognition and accreditation and implementation. Documents to be submitted: ✓ Monitoring Report certified by the Private School Focal Person of the SDO.		
d) 85%-100% of the no. of private schools monitored in the area/district/cluster	2	
e) 50%- 84% of the no. of private school monitored in the area/district/cluster	1	
f) Lower than 50% of the no. of private schools monitored in the area/district/cluster	0.5	
Conducted 100% monitoring of schools on the SBM Level of practice to identify TA provision needed.	2	
e) 87.6-100% of schools monitored		
f) 75.1-87.5% of schools monitored	1.5	
g) 62.6 – 75% of schools monitored	1	
h) 50.1 – 62.5% of schools monitored	0.5	
i) 0 – 50% of schools monitored	0	
- Intensified monitoring on good governance, transparency in the utilization and liquidation of the SEF/MOOE and other local funds. Documents to be submitted: ✓ Previous SEF and MOOE Utilization Report certified by the Municipal Treasurer/Mayor and SDO Accountant respectively.	2	
- Monitored and evaluated implementation of PAPs in schools, kept and accounted District portfolio of accomplishments. Documents to be submitted: ✓ District Portfolio with Accomplishment Report certified by the SDS.	2	
- Evaluated, recognized and recommended publication of effective school best practices e.g. leaflets, SRCs, Magazine, Newsletter, Journal, etc. Documents to be submitted: ✓ Certificate of published documents ✓ Picture of the cover page of the publication	2	
5.6 Innovations. Before and during new normal	10	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Implemented communication network alternatives for schools through the web or link and or any other media in disseminating and gathering information and reporting system at the district level. Document to be submitted <i>Certified by the NGOs/ Social Media Links/Platform/ICT System, etc. at least one innovation as applied to address the needs of the schools and communities (with pictures and testimonies of the stakeholders)</i>	2	
Designed technology driven teaching and learning innovations, management interventions adopted by the schools in the District/Cluster that contributed to the achievement of higher learning outcomes or any other product of creativity that is relevant to community needs. Document to be submitted <i>Certified by the community leader at least one innovation as applied to address the needs of the schools and communities (with pictures and testimonies of the stakeholders)</i>	2	
Introduced school and community outreach programs for OSY, STARDO, adult learners, and other advocacies for social and civic responsibilities Document to be submitted <i>Accomplishment Report on the Outreach program certified by the SDS</i>	2	
Spearheaded innovative projects and activities that gained community support and benchmark by other district. Document to be submitted: <i>a.) Program or Project implemented/benchmarked replicated by other or districts</i> <i>b.) Report of replication or benchmarking</i>	2	
Established a better tuned school monitoring system in the implementation of mandated and initiated PAPs that can be considered for benchmarking activities of practices by other schools/district/cluster	2	
TOTAL	100	

 Evaluator /

Date: _____

 Position



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 6 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING
 SCHOOL HEAD
CRITERIA FOR EVALUATION

Evaluation Criteria	Points	Score
6.1. Personal Development/Attributes and Professional Growth		
6.1.1 Personal Development/Attributes	10	
- Received awards and recognitions i) International j) National k) Regional l) Division	2 1.5 1.0 0.5	
Created a validated School Heads Personal Development	2	
Established records of accomplishments and achievements	2	
Displayed commitment and passion for service excellence	2	
Exhibited fairness, deep honesty, integrity, compassion and care for others	2	
Documents to be Submitted ✓ Approved Personal Development Plan (PDP) ✓ Certificate or Plaque of Recognition/Appreciation ✓ Testimonies of colleagues, Chiefs/SDS and Local Government Unit Officials		
6.1.2. Professional Growth Before and During New Normal Educational Landscape	10	
- Attended trainings/virtual trainings and conferences i) International j) National k) Regional l) Division	3 2 1.5 1	
- Obtained highest educational attainment k) Full-fledged Doctoral Degree l) CAR in EdD or PhD m) Full-fledged MA Degree n) Complete Academic Requirements (CAR)	3 2.5 2 1	
Presented research studies or best practices on school management		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
i) International	4	
j) National	3	
k) Regional	2	
l) Division	1	
Documents to be Submitted		
✓ Certificate of Participation ✓ Transcript of Records (CAV) ✓ Certificate or Plaque of Recognition/Appreciation ✓ Duly certified photocopy of published action research in a Research Journal or Certification from school heads and PSDSs		
6.2 Mandatory Functions		
6.2.1 Curriculum Management before and in the new normal	10	
• Implemented the curriculum by employing effective instructional practices that are replicable and scalable to influence the quality of education globally. • Produced contextualized learning resources, thus, achieving demonstrable student learning outcomes in the classroom. • Designed interventions to improve academic performance holistically, thus, helping children become global citizens through providing them with a values-based education that equips them for a world where they will potentially live, work and socialize with people from many different nationalities, cultures and religions. • Engaged highly proficient and distinguished teachers to coach and mentor the beginning teachers thereby giving impact in the community beyond the classroom that provide unique and distinguished models of excellence for the teaching profession and others. • Monitored, evaluated and analyzed the performance of teachers for quality classroom instructions that are responsive and inclusive in addressing learning needs, hence, improving the teaching profession through helping to raise the bar of teaching, sharing best practice, and teachers helping their colleagues overcome any challenges they face in their school. • Teachers under the school head have been recognized by governments, national teaching organizations, head-teachers, colleagues, members of the wider community or pupils because of raising the bar of teaching-learning process and produced productive learners. • Implemented the Instructional Supervisory Plan. • Achieved an average of at least 2.5 in the SBM assessment for principle 2 (Curriculum and Instruction). • Strengthened implementation of mandated inclusive programs.		
Points:		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
9-7 indicators – 10pts 6-5 indicators – 8pts 4-3 indicators – 6pts 2- indicators – 4pts 1 indicator – 2pts		
<i>Documents to be submitted-explicitly embedded in the indicators</i>		
6. 2.2 School Management	10	
- Spearheaded in the designing and approval of the School Improvement Plan. - Engaged community in the decision-making process. - Initiated at least three (3) Capacity Building Programs for the teaching and non-teaching personnel of the school by employing innovative instructional practices that address the particular challenges of the school, community or country and which have shown sufficient evidence to suggest they could be effective in addressing such challenges in a new way. - Conducted regular M&E, review, assessment, and adjustments on implemented projects to ensure resolution of the identified priority improvement areas. - Kept a track inventory of the trainings, workshops attended by school personnel and provided equal opportunities for all. Has given technical assistance to promising teachers (cream of the crop) with initiatives, passion and dedication honed to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community. - Established a system for rewards and recognition of school personnel, students and stakeholders. - Posted in the transparency board the updated liquidation reports in the utilization of school MOOE and other local funds. - Garnered at least 2.5 in the DOD rating of the SBM level of practice.		
Points: 8-7 indicators – 10pts 6-5 indicators – 8pts 4-3 indicators – 6pts 2- indicators – 4pts 1 indicator – 2pts		
<i>Documents to be submitted: explicitly embedded in the indicators</i>		
6.3. 1. Mandatory/Regular Functions	10	
Virtual LE – good internet connectivity ,LDMs selected by parents/learners are effective in the delivery of LCP)	7	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

• Provided a conducive, well-maintained, safe and secure, gender sensitive and child friendly school learning environment for learners and stakeholders. • Mobilized a functional DRRM system. • Established learning resources and laboratories • Implemented any of the special programs that are responsive to the needs of learning community. (SPA, SPS, SPFL, SPJ) • Observed and implemented Child Protection Policy Procedures and Project WATCH campus wide.	3	
<i>Documents to be submitted: explicitly embedded in the indicators</i>		
6.3.1 Resource Mobilization	10	
• Before new normal • During new normal <i>(performance within 3 years before new normal can be included but in the new normal (NN), RM refers to acquisition of internet connectivity, gadgets, radio/tv for radio/tv based instructions, modules</i>	3 7	
▪ Generated resources for school improvement within three years and for the new normal for LDM acquisition to address the needs of learners and parents ▪ Provided school ancillary services such as School Clinic, School Canteen, and Child-Minding Area etc. not needed in the new normal ▪ Sustained best practices in the management and acquisition of facilities and equipment that contributed to the achievement of better learning outcomes within three years and for the new normal for LDM acquisition to address the needs of learners and parents ▪ Provided evidence-based results of accountable, transparent governance practice shown in the School Inventory, DOD, and MOA/MOU for donations and pledges received. For the new normal acquisition of internet connectivity, gadgets, flash drives for learners' use ▪ Facilitated local initiatives and partnerships ▪ Garnered an average of 2.5 in the SBM assessment for principle 4 (Management of Resources)		
Points: ➤ 6 out 6 indicators – 10pts ➤ 5 out of 6 indicators – 8pts ➤ 4 out of 6 indicators – 6pts ➤ 3 out of 6 indicators – 4pts ➤ 2 out of 6 indicators – 2pts ➤ 1 out of 6 indicators – 1pt		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

<i>Document to be Submitted: explicitly embedded in the indicators</i>		
6.3.2 Linkages	10	
- Implemented the Adopt-A-School Program (ASP)/Brigada Eskwela (BE) and established linkages with stakeholders. - Conducted Annual Stakeholders Forum and forged partnership of support to the SHS Immersion Program. - Recognized school adopters and partners and awarded Certificate of Recognition/Appreciation for their support to school PAPs. - Organized a functional School Governing Council/Parents Teachers Association as part of School and Community Linkages. - Gained support from LGUs, partner agencies, industries and individuals that contributed to School Continuous Improvement (CI). - Maintained linkages portfolios Points: ➤ 6 indicators – 10pts ➤ 5 indicators – 8pts ➤ 4 indicators – 6pts ➤ 3 indicators – 4pts ➤ 2 indicators – 2pts ➤ 1 indicator – 1pt		
6.4.1 Innovations	30	
C.1 Designed technology driven teaching and learning innovations adopted by the school that raised school performance outcomes.	6	
C.2 Implemented communication network alternatives through the Web or link and other media in disseminating and gathering information and reporting system at the school level.	6	
C.3 Introduced school and community outreach programs for OSY, STARDO, adult learning and other advocacies for social and civic responsibilities. <i>(Employed innovative instructional practices that address the particular challenges of the school, community or country and which have shown sufficient evidence to suggest they could be effective in addressing such challenges in a new way and during this pandemic crisis).</i>	6	
C.4 Spearheaded innovative projects and activities that gained community support and benchmark by other schools. <i>(Employed effective instructional practices that are replicable and scalable to influence the quality of education globally).</i>	6	
C.5 Established a school monitoring system in the implementation of mandated and initiated PAPs.	6	
TOTAL	100	



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Evaluator

Position

Date

(Enclosure No. 7 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING MASTER TEACHER
(Elementary and Secondary)

CRITERIA FOR EVALUATION

Evaluation Criteria	Points	Score
7.1. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS BEFORE AND DURING NEW NORMAL EDUCATIONAL LANDSCAPE		
<i>7.1.1 Competence in Teaching as evidenced by high performance evaluation obtained as a teacher and students' achievements</i>	15	
Performance ratings for the last 3 rating periods preceding the search Points: a.) Outstanding – 15pts. b.) Very satisfactory – 10 pts Documents to be submitted: ✓ Service Record ✓ Performance Ratings		
7.1.2. Innovation before and during new normal educational relevance	55	
7.1.2.1 Introduced and tried out innovative teaching approaches which contributed to the improvement of instruction	3	
7.1.2.2 Improved the teaching profession through helping to raise the bar of teaching, sharing best practice, and helping colleagues overcome any challenges they face in their school	3	
7.1.2.3 Employed effective instructional practices that are replicable and scalable to influence the quality of education globally.	3	
7.1.2.4 Employed innovative instructional practices that address the particular challenges of the school, community or country and which have shown sufficient evidence to suggest they could be effective in addressing such challenges in a new way.	2	
7.1.2.5 Achieved demonstrable student learning outcomes in the classroom.	2	
7.1.2.6 Impacted the community beyond the classroom that provide unique and distinguished models of excellence for the teaching profession and others.	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

7.1.2.7	Helped children become global citizens through providing them with a values-based education that equips them for a world where they will potentially live, work and socialize with people from many different nationalities, cultures and religions.	2	
Documents to be submitted: for (7.1.2.1 to 7.1.2.7): ✓ Photocopies of model lesson plans utilizing said approaches/ differentiated teaching strategies, teaching innovations through contextualization and localization. ✓ Certification from the principal/supervisor/stakeholders mentioning extent of use (school, district, division or regional)			
7.1.3	Instructional/Teaching devices prepared and utilized in teaching to improve teaching and shared with other schools (2 pts per material, maximum of 8 points) Documents to be submitted: ✓ Photos of innovative teaching devices using indigenous/local materials ✓ Prepared and utilized approved by duly constituted authorities	8	
7.1.4	Evaluative holistic materials prepared and utilized to improve teaching and pupil's performance in classes (2 pts per evaluative material; maximum of 8 points) Documents to be submitted: ✓ Photocopies of sample assessment and instruments prepared and utilized (periodic tests, summative test, performance task rubrics/ checklist,). Include brief description and extent of use whether school, district, division or regional level) approved by duly constituted authorities.	8	
7.1.5	Research and creative output - Research Works (regional/BERF level) – 10 pts - Other Research Works - Unpublished Research work – 6 pts. - Published Research work – 10 pts Documents to be submitted: ✓ Certified true copies of action researches/researches with signatures of duly constituted authorities (except those presented for Post Graduate Studies). ✓ Certification of published research work from duly constituted authorities ✓ Certification of unpublished research from division committee. (Submit only one research work)	10	
7.1.6	Utilized the findings and recommendations through implementation to address the need of the school/community (certification from the school head as to its output and outcomes, other supporting documents) (maximum of 12 points) Documents to be submitted:	12	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

✓ Certification by school head/PSDS/division or regional EPS that the research had been utilized to address the needs of the school/Community/stakeholders		
7.2 LEADERSHIP AND MANAGEMENT BEFORE AND DURING NEW NORMAL EDUCATIONAL LANDSCAPE	15	
Personal and Professional Development		
7.2.1 Involvement in instructional and co – curricular activities		
7.2.1.1 As Demonstration Teacher/virtual demo teacher a.) National Level – 3 pts b.) Regional Level – 2.5 pts c.) Division/Cluster Level – 2 pts d.) District Level – 1.5 pts e.) School Level – 1 pts. Note: - Submit only certificate in the highest level. - Served as demonstration teacher of classes/LAC session/virtual demo in LAC session (school, district, regional and national levels) with initiatives, passion and dedication in the teaching-learning process, which KSAs of the learners have been translated into community improvement addressing the needs of the community. Documents to be submitted: ✓ Certificate of Recognition/ Appreciation ✓ Certification from principal/supervisor as demonstration teacher	3	
7.2.1.2 As Facilitator /virtual facilitator a.) National Level – 3 pts. b.) Regional Level – 2.5 pts. c.) Division Level – 2 pts. d.) District/Cluster Level – 1.5 pts Documents to be submitted: ✓ Certification from the principal/supervisor as facilitator/ resource person/discussant ✓ Certificate of Recognition/ Appreciation	3	
7.2.1.3 As Trainer/Adviser/Coach Points: a.) National Level – 3 pts. b.) Regional Level – 2.5 pts. c.) Division Level – 2 pts. d.) District/Cluster Level – 1.5 pts Note: - Organized socio-cultural activities for students - Trained students in socio-cultural activities - Adviser of school club - Coach of student-winners in academic, literary, musical, arts, dance and sports competition - Organized remedial and enrichment program Documents to be submitted:	3	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

✓ Certification from the principal/supervisor for organizing socio-cultural activities. ✓ Certification from the principal/supervisor as adviser of school clubs ✓ Certified true copies of certificates as coach of student- winners ✓ Certification from the principal/supervisor for organizing remedial and enrichment programs ✓ Submit only certificate in the highest level		
7.2.1.4 Awards received for the last 3 years (1 point per award, maximum of 5 points) Points: - a.) National Level – 3 pts. - b.) Regional Level – 2.5 pts. - c.) Division Level – 2 pts. - d.) District/Cluster Level – 1.5 pts Note: ▪ Recipient of school/district/division/regional awards of recognition for exemplary services as teacher ▪ Recipient of local/municipal awards and recognition Document to be submitted: ✓ Certified true copies of awards and recognition received (submit only certificate in the highest level)	3	
7.2.1.5 School project initiated, implemented and sustained Note: ▪ Science Investigatory Project, livelihood project, any project relevant to teaching learning processes of different subject areas) ▪ Submit only certificate in the highest level. ▪ 1 pt. per project (maximum of 3pts.) Documents to be submitted: ✓ Certification from the principal for initiating schools project	3	
7.3 PROFESSIONAL AND COMMUNITY INVOLVEMENT	10	
Professional Qualities (maximum of 5 points)	5	
7.3.1 Educational Attainment and Professional Growth (Related to Education) Points: - a.) Full-fledged Doctoral Degree – 3pts - b.) Completed Academic requirements – 2.5 pts - c.) Full-fledged Master's Degree – 2 pts - d.) Completed Academic requirements (CAR) for MA – 1.5 pts - e.) MA units (minimum of 18 units) – 1 pt Documents to be presented ✓ Certified true copies of TOR for the highest degree obtained ✓ Certification must be (CAV)	3	
7.3.2 Seminars/workshops/training attended - a.) International Level – 2 pts - b.) National Level – 1.5 pts - c.) Regional Level – 1 pts	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

d.) Division Level – .75 pts e.) District Level – .5 pt Documents to be submitted: ✓ Certification from the school head/principal/supervisor/duly authorized signatory ✓ Submit only certificates in the highest level		
7.3.3. Community Involvement (max. of 5 pts)	5	
7.3.3.1. Active membership in professional, civic and religious organizations Note: - For Service: As an Exemplary Public Servant - The nominee's demonstration of the values of honesty, integrity and professionalism in both his/her personal and professional life - The nominee's attitude towards his/her profession - Teacher recognition from governments, national teaching organizations, head-teachers, colleagues, members of the wider community or pupils Documents to be submitted: ✓ Certification from the president of the organization	1	
7.3.3.2. Resource Generation, Support and Networking Note: - Initiated school/class activities that resulted to improvement of the community (e.g., barangay cooperatives, livelihood projects, functional literacy, etc.) - Influenced the community beyond the classroom that provide unique and distinguished models of excellence for the teaching profession and others. Documents to be submitted: ✓ Certificate of recognition/participation from the principal / supervisor / Barangay Chairman ✓ Other evidences such as photos, project by-laws ✓ Description of activities	2	
7.3.3.3. Networking (1 pt per services/resources, maximum of 2 pts) Note: Non-government services/resources drawn to the school to help improve school/community environment Document/s to be submitted: ✓ Certification from the NGO ✓ Evidences such as photos ✓ Description of services	2	
7.4. PERSONAL QUALITIES AND CHARACTER	5	
7.4.1. Model of morality and integrity Demonstrates honesty, humility, dedication, diligence, good faith,	2.5	



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

courtesy, generosity, kindness, love and concern for children ▪ Demonstrates personal sacrifices for the good of the service		
7.4.2. Good human relations in the school and in the community ▪ Demonstrates good relations with pupils, co-teachers, school head and community	2.5	
Documents to be submitted: ✓ Certification from the principal/supervisor/community leaders/ parents' certification (attested by PTA President) /learners' testimonies (attested by Student Council)		
TOTAL	100	

Evaluator

Position

Date: _____



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 8 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING TEACHER ACHIEVER
 (Kindergarten, Elementary and Secondary - Junior and Senior High School Regular Teachers)

CRITERIA FOR EVALUATION

Evaluation Criteria	Points	Score
8.1. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS BEFORE AND DURING NEW NORMAL EDUCATIONAL LANDSCAPE		
8.1.1 Competence in Teaching as evidenced by high performance evaluation obtained as a teacher and students' achievements	10	
Performance ratings for the last 3 rating periods preceding the search (SY 2018-2019, SY 2019-2020, SY 2020-20210		
a.) Outstanding	10	
b.) Very satisfactory	7	
Documents to be submitted: ✓ Service Record ✓ Performance Ratings		
8.1.2. Innovation before and during new normal educational relevance	15	
8.1.2.1 Introduced and tried out innovative teaching approaches /implemented Weekly Lesson Log/Plan which contributed to the improvement of instruction within three years and in this time of pandemic new normal	2	
8.1.2.2 Employed effective instructional practices that are replicable and scalable to influence the quality of education globally Documents to be submitted: ✓ Weekly Lesson Log/Plan ✓ Proficiency Level of class handled for three consecutive years approved by the school head	3	
8.1.2.3. Employed innovative instructional practices that address the particular challenges of the school, community or country and which have shown	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

sufficient evidence to suggest they could be effective in addressing such challenges in a new way. Document to be submitted: ✓ Teacher-made modules duly validated by the division/regional office		
8.1.2.4. Achieved demonstrable student learning outcomes in the classroom	2	
8.1.2.5. Helped children become global citizens through providing them with a values-based education that equips them for a world where they will potentially live, work and socialize with people from many different nationalities, cultures and religions.	2	
8.1.2.6. Improved the teaching profession through helping to raise the bar of teaching, sharing best practice, and helping colleagues overcome any challenges they face in their school..	2	
8.1.2.7. Passionate and dedicated with initiatives to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community	2	
Documents to be submitted: for (8.1.2.1 to 8.1.2.6): ✓ Photocopies of model lesson plans utilizing said approaches/ differentiated teaching strategies, teaching innovations through contextualization and localization within three years and in this new normal period. ✓ Certification from the principal/supervisor/stakeholders mentioning extent of use (school, district, division or region)		
8.1.3. Prepared and utilized learning materials suited to the chosen modality of the school, and quality assured by duly constituted authorities.	12	
• Materials (maximum of 6 pts) - Developed Learning Materials (e.g. workbook, story book, activity book) – 2 points per learning materials, maximum of 6 points	6	
• Materials with Levels (max. of 6 points) - Digitized learning materials/teaching devices in the region / national level	6	
- Digitized learning materials/teaching devices in the division level	4	
- Digitized learning materials/teaching devices in the school level	2	
Note: ✓ Submit only materials with maximum of 12 points ✓ Submit certificates signed by duly constituted authorities		
8.1.4 Prepared and utilized evaluative materials/ students' virtual monitoring tools to improve teaching and pupil's performance in classes	8	
• (2 pts. per evaluative material; max of 8 pts.) Documents to be submitted:		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

✓ Approved certification from school head ✓ Photocopies of sample assessment and instruments prepared and utilized (periodic tests, summative test, rubrics, social media, etc.) include brief description and extent of use whether school, district, division or regional level).		
8.1.5 Action Research/Research and creative output	10	
• Research Works (regional/BERF level)	10	
• Other Research Works ▪ Unpublished Research work	6	
▪ Published Research work	10	
Note : Submit only one research work Documents to be submitted: ✓ Certified true copies of action researches/researches with signatures of duly constituted authorities (except those presented for Post Graduate Studies). ✓ Certification of published research work from duly constituted authorities ✓ Certification of unpublished research from division committee.		
8.1.6 Utilized the findings and recommendations through implementation to address the needs (certification from the school head as to its output and outcomes, other supporting documents)	5	
Documents to be submitted: ✓ Certification by PSDS/division EPS that the research had been utilized to address the needs of the school		
8.2 LEADERSHIP AND MANAGEMENT		
8.2.1. Personal and professional development involvement in instructional and co- curricular activities		
8.2.1.1. As Demonstration Teacher/virtual demo teacher		
a.) National Level	7	
b.) Regional Level	6	
c.) Division/Cluster Level	5	
d.) District Level	3	
e.) School Level	2	
Note: ▪ Submit only certificate in the highest level. ▪ Served as demonstration teacher of classes/LAC session/virtual demo in LAC session (school, district, regional and national levels) with initiatives, passion and dedication in the teaching-learning process, which KSAs of the learners have been translated into community improvement addressing the needs of the community. Documents to be submitted: ✓ Certificate of Recognition/ Appreciation ✓ Certification from principal/supervisor as demonstration teacher		
8.2.1.2. As Facilitator /virtual facilitator		
a.) National Level	5	
b.) Regional Level	4	
c.) Division Level	3	
d.) District/Cluster Level	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
Documents to be submitted: ✓ Certification from the principal/supervisor as facilitator/ resource person /discussant ✓ Certificate of Recognition/ Appreciation		
8.2.1.3. As Trainer/Adviser/Coach		
a.) National Level	5	
b.) Regional Level	4	
c.) Division Level	3	
d.) District/Cluster Level	2	
Note: - Organized socio-cultural activities for students - Trained students in socio-cultural activities - Adviser of school club - Coach of student-winners in academic, literary, musical, arts, dance and sports competition - Organized remedial and enrichment program Documents to be submitted: ✓ Certification from the principal/supervisor for organizing socio-cultural activities. ✓ Certification from the principal/supervisor as adviser of school clubs ✓ Certified true copies of certificates as coach of student- winners ✓ Certification from the principal/supervisor for organizing remedial and enrichment programs ✓ Submit only certificate in the highest level		
8.2.1.4. Awards received for the last 3 years (1 point per award, maximum of 5 points)		
a.) National Level	5	
b.) Regional Level	4	
c.) Division Level	3	
d.) District/Cluster Level	2	
Note: - Recipient of school/district/division/regional awards of recognition for exemplary services as teacher - Recipient of local/municipal awards and recognition Document to be submitted: ✓ Certified true copies of awards and recognition received (submit only certificate in the highest level)		
8.2.1.5. Initiated, implemented and sustained school project Note: - Science Investigatory Project, livelihood project, any project relevant to teaching learning processes of different subject areas) - Submit only certificate in the highest level. 1 pt. per project (maximum of 2 pts.) Documents to be submitted: ✓ Certification from the principal for initiating schools project	2	
8.3. PROFESSIONAL AND COMMUNITY INVOLVEMENT		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

8.3.1 Professional Qualities (maximum of 5 points)		
8.3.1.1 Educational Attainment and Professional Growth (Related to Education)		
a.) Full-fledged Doctoral Degree	5	
b.) Completed Academic Requirements (CAR) in EdD/PhD	4	
c.) Full-fledged Master's Degree	3	
d.) Completed Academic requirements (CAR) for MA	2	
e.) MA units (minimum of 18 units)	1	
Documents to be presented ✓ Certified true copies of TOR for the highest degree obtained ✓ Certification must be Certified, Authenticated and Verified (CAV)		
8.3.1.2. Seminars/workshops/training attended		
a.) International Level	5	
b.) National Level	4	
c.) Regional Level	3	
d.) Division Level	2	
e.) District Level	1	
f.) School Level	0.5	
Documents to be submitted: ✓ Certification from the school head/principal/supervisor/duly authorized signatory ✓ Submit only certificates in the highest level		
8.3.2. Community Involvement (max. of 6 pts)	6	
8.3.2.1. Active membership in professional, civic and religious organizations Note: - For Service: As an Exemplary Public Servant - The nominee's demonstration of the values of honesty, integrity and professionalism in both his/her personal and professional life - The nominee's attitude towards his/her profession - Teacher recognition from governments, national teaching organizations, head-teachers, colleagues, members of the wider community or pupils Documents to be submitted: ✓ Certification from the president of the organization	2	
8.3.2.2. Resource Generation, Support and Networking Note: - Initiated school/class activities that resulted to improvement of the community (e.g., barangay cooperatives, livelihood projects, functional literacy, etc.) - Impacted the community beyond the classroom that provide unique and distinguished models of excellence for the teaching profession and others. Documents to be submitted: ✓ Certificate of recognition/participation from the principal / supervisor / Barangay Chairman ✓ Other evidences such as photos, project by-laws ✓ Description of activities	2	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

8.3.2.3. Networking (1 pt per services/resources, maximum of 2 pts) Note: - Non-government services/resources drawn to the school to help improve school/community environment Document/s to be submitted: ✓ Certification from the NGO ✓ Evidences such as photos ✓ Description of services	2	
8.4. PERSONAL QUALITIES AND CHARACTER		
8.4.1. Values: As a Responsible Citizen	3	
- The values of patriotism, heroism and courage that the nominee lives by and how he/she exemplifies these in his/her personal and professional life - The nominee's sense of common good		
8.4.2. Model of morality and integrity	4	
- Demonstrates honesty, humility, dedication, diligence, good faith, courtesy, generosity, kindness, love and concern for children - Demonstrates personal sacrifices for the good of the service - Good human relations in the school and in the community - Impact on Community: As a visionary agent of Positive Change and Influence - a.) The nominee's contribution to his/her community - b.) How he/she demonstrates effective leadership - c.) His/her ability to translate knowledge into action - Demonstrates good relations with pupils, co-teachers, school head and community		
Documents to be submitted: ✓ Certification or testimonies from the principal/ supervisor/ community/barangay leaders/ parents' certification (attested by PTA President) /learners' testimonies (attested by Student Council)		
TOTAL	100	

 Evaluator

 Position

Date: _____



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

(Enclosure No. 9 to Memorandum No. ____s. 2021)

2021 VIRTUAL SEARCH FOR THE MOST OUTSTANDING ALIVE TEACHER

CRITERIA FOR EVALUATION

Evaluation Criteria	Points	Score
9. Work Performance	10	
- Performance ratings for the last 3 rating periods preceding the search; (SY 2018-2019, SY 2019-2020, SY 2020-2021) Points: - c.) Outstanding – 10pts. - d.) Very satisfactory – 7pts Documents to be submitted: ✓ Service Record ✓ Performance Ratings duly certified the cluster head/district head	10	
9.1 Educational Attainment and Professional Growth	5	
- a.) Full-fledged PhD or EdD – 5 pts - b.) Completed Academic Requirements in PhD or EdD – 4 pts - c.) Full-fledged Mater's Degree – 3 pts - d.) Completed Academic Requirements in MA – 2 pts - e.) With 18 Units in M.A. – 1 pt Documents to be submitted: ✓ Transcript of Records		
9.2. Innovation before and during the new normal	16	
9.2.1 Introduced and tried out innovative teaching approaches /implemented Weekly Lesson Log/Plan which contributed to the improvement of instruction within three years and in this time of pandemic new normal	2	
9.2.2 Employed effective instructional practices that are replicable and scalable to influence the quality of education globally. Document to be submitted: ✓ Functional Weekly Lesson Log /Plan approved by the school head ✓ Proficiency Level of class handled for three consecutive years approved by the school head	4	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

9.2.3. Employed innovative instructional practices that address the particular challenges of the school, community or country and which have shown sufficient evidence to suggest they could be effective in addressing such challenges in a new way. Document to be submitted: ✓ <i>Teacher-made modules duly validated by the division/regional office</i>	2	
9.2.4 Achieved demonstrable student learning outcomes in the classroom.	2	
9.2.5 Helped children become global citizens through providing them with a values-based education that equips them for a world where they will potentially live, work and socialize with people from many different nationalities, cultures and religions.	2	
9.2.6 Improved the teaching profession through helping to raise the bar of teaching, sharing best practice, and helping colleagues overcome any challenges they face in their school.	2	
9.2.7 Passionate and dedicated with initiatives to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community	2	
Documents to be submitted: for (3.4 – 3.7): ✓ <i>Photocopies of model lesson plans utilizing said approaches/ differentiated teaching strategies, teaching innovations through contextualization and localization within three years and in this new normal period.</i> ✓ <i>Certification from the principal/supervisor mentioning extent of use (school, district, division or region)</i>		
9.3 Occupational Competence	70	
Outstanding Accomplishments		
9.3.1 <i>Approved plan of activities that are responsive to the needs and problems of the community. (1 pt per evidence) maximum of 2 pts</i> • Action Plan/AP which addresses needs relevant to new normal • Project Proposal • AIP • Conducted consultation of proposed program or project • Accomplishment Report with picture Note: <i>Duly approved by the constituted authority</i>	2	
9.3.2. <i>Sourced-out funds from NGOs, LGUs and other organizations for the implementation of MEP programs/ projects (2 pts. per approved Project Proposal)</i> - a.) Provincial LGU – 8 pts - b.) Municipal LGU – 6 pts - c.) Barangay LGU – 4 pts - d.) NGOs – 2 pts - e.) People's Organization and other stakeholders – 1 pt	8	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

9.3.3 Served as a resource person/ trainer/ facilitator/before and during new normal a.) National – 5 pts b.) Regional – 4 pts c.) Division – 3 pts d.) District – 2 pts e.) School – 1 pts Note: ▪ Organized socio-cultural activities for students ▪ Trained students in socio-cultural activities ▪ Adviser of school club ▪ Coach of student-winners in academic, literary, musical, arts, dance and sports competition ▪ Organized remedial and enrichment program Documents to be submitted: (submit only certificate in the highest level) ✓ Certification from the principal/supervisor for organizing socio-cultural activities ✓ Certification from the principal/supervisor as adviser of school clubs ✓ Certified true copies of certificates as coach of student- winners ✓ Certification from the principal/supervisor for organizing remedial and enrichment programs	5	
9.4 Learning materials suited for ALIVE program of the school. Prepared, utilized and quality assured by duly constituted authorities	12 pts	
a. Materials (max of 6 pcs)		
Developed learning materials (ex. Workbook, Story Book, activity book) 2 points for learning materials, max of 6 pts)		
b. Materials with levels (max of 6 pts)		
c. Digitized Learning Materials /teaching devices in the school level- 2pts		
d. Digitized Learning Materials /teaching devices in the division level - 4 pts		
9.5 Prepared and utilized learning materials suited for ALIVE program of the school, quality assured by duly constituted authorities.	12	
a. Materials (maximum of 6 points) • Developed Learning Materials (Ex. Workbook, Story Book, Activity Book) – 2 points per learning materials, maximum of 6 points	6	
b. Materials with Levels • Digitized Learning materials/Teaching devices - a.) Regional/National Level – 6 points - b.) Division Level – 4 points - c.) School Level – 2 points	6	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Note: ✓ Submit only materials with maximum of 12 points ✓ Submit certificates signed by duly constituted authorities		
9.6. Handled ALIVE classes with more than 50 learners per class f.) Five or more classes – 5pts g.) Four classes – 4 pts h.) Three classes – 3 pts i.) Two classes – 2 pts j.) One class – 1 pt	5	
9.7. Published articles related to MEP programs/ projects a.) National Level – 5 pts. b.) Regional Level – 4 pts. c.) Division Level – 3 pts. d.) District/Cluster Level – 2 pts e.) School Level – 1 pt Documents to be submitted: ✓ Certification from the Schools Division Superintendent on the implementation of Action research ✓ Approved by the PSDS (district or cluster level) ✓ Approved by the School Head or Principal (school level) ✓ Recommending Approval by the Research Coordinator	5	
9.8 Professional Advancement	5	
9.8.1 In-service Trainings Attended ✓ International Level – 5 pts. ✓ National Level – 4 pts. ✓ Regional Level – 3 pts. ✓ Division Level – 2 pts. ✓ District/Cluster Level – 1 pt. ✓ School Level – 0.5 pt. Documents to be submitted: ✓ Certification from the school head/principal/supervisor/duly authorized signatory ✓ Submit only certificates in the highest level		
9.8.2 Awards Received		
e.) National Level – 5 pts. f.) Regional Level – 4 pts. g.) Division Level – 3 pts. h.) District/Cluster Level – 2 pts i.) School Level – 1 pt. Note: ▪ Recipient of school/district/division/regional awards of recognition for exemplary services as teacher ▪ Recipient of local/municipal awards and recognition Document to be submitted: ✓ Certified true copies of awards and recognition received (submit only certificate in the highest level)	5	
9.8.3 Personal Qualities and Character	10	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

9.8.3.1 Values: As a Responsible Citizen - The values of patriotism, heroism and courage that the nominee lives by and how he/she exemplifies these in his/her personal and professional life - The nominee's sense of common good	5	
9.8.3.2 Model of morality and integrity - Demonstrates honesty, humility, dedication, diligence, good faith, courtesy, generosity, kindness, love and concern for children - Demonstrates personal sacrifices for the good of the service - Good human relations in the school and in the community - Impact on Community: As a visionary agent of Positive Change and Influence - d.) The nominee's contribution to his/her community - e.) How he/she demonstrates effective leadership - f.) His/her ability to translate knowledge into action - Demonstrates good relations with pupils, co-teachers, school head and community	5	
Documents to be submitted: ✓ Certification or testimonies from the principal/ supervisor/ community /barangay leaders/parents' certification (attested by PTA President) /learners' testimonies (attested by Student Council) ✓ Certification or testimonies from the principal/ supervisor/ community/barangay leaders/ parents' certification (attested by PTA President) /learners' testimonies (attested by Student Council)		
TOTAL	100	

 Evaluator

 Position

Date: _____



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 10 to Memorandum No. ____s. 2021)

2021 SEARCH FOR THE MOST OUTSTANDING TEACHER ACHIEVER
 (IPED, SPED, DALSC, Mobile Teacher, Multigrade)

CRITERIA FOR EVALUATION

Evaluation Criteria	HPS	Score
10. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS BEFORE AND DURING NEW NORMAL EDUCATIONAL LANDSCAPE		
10.1 Performance ratings for the last 3 rating periods preceding the search (SY 2018-2019, SY 2019-2020, SY 2020-2021)	10	
a.) Outstanding (consistent 3 years)	10	
b.) Consistent 2 years Outstanding and one year VS	9	
c.) Consistent 2 years VS and one year Outstanding	8	
d.) Very satisfactory	7	
Documents to be submitted: ✓ Service Record ✓ Performance Ratings		
10.2 Educational Attainment and Professional Growth	5	
a.) Full-fledged doctor's degree (EdD / PhD)	5	
b.) Complete Academic Requirements (CAR) in EDd/PhD	4	
c.) Full-fledged Master's Degree	3	
d.) Complete Academic Requirements (CAR) in M.A.	2	
e.) With 18 units in MA	1	
Documents to be submitted: • Transcript of Records certified true copy by duly constituted authorities		
10.3 Percentage of Passers for the last 3 School Years preceding the last search Academic performance of students (Mean Percentage Score) for the last 2 school years preceding the search	10	
10.4 For ALS ,percentage of passers vs. completers /qualifiers or takers		
a.) 75% - above	10	
b.) 70% - 74%	9	
c.) 65% - 69%	8	
d.) 60% - 64%	7	
e.) 55% - 59%	6	
f.) 50% - 54%	5	
g.) 45% - 49%	4	
h.) 40% - 45%	3	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

i.) 39% - below	2	
Documents to be submitted: Certification from the duly constituted authorities For ALS : Assessment Result A and E Test Result		
10.5 OUTSTANDING CONTRIBUTION IN EDUCATION		
10.6 Innovation before and during the new normal	15	
10.6.1 Introduced and tried out innovative teaching approaches /implemented Weekly Lesson Log/Plan which contributed to the improvement of instruction within three years and in this time of pandemic new normal	2	
10.6.2 Employed effective instructional practices that are replicable and scalable to influence the quality of education globally Documents to be submitted: ✓ <i>Weekly Lesson Log/Plan</i> ✓ <i>Proficiency Level of class handled for three consecutive years approved by the school head</i>	3	
10.6.3 Employed innovative instructional practices that address the particular challenges of the school, community or country and which have shown sufficient evidence to suggest they could be effective in addressing such challenges in a new way. Document to be submitted: ✓ <i>Teacher-made modules duly validated by the division/regional office</i>	2	
10.6.4 Achieved demonstrable student / learners learning outcomes in the classroom/ SBLC/CLC	2	
10.6.5 Helped children become global citizens through providing them with a values-based education that equips them for a world where they will potentially live, work and socialize with people from different nationalities, cultures and religions.	2	
10.6.6 Improved the teaching profession through helping to raise the bar of teaching, sharing best practice, and helping colleagues overcome any challenges they face in their school..	2	
10.6.7 Passionate and dedicated with initiatives to be an exemplar in the teaching-learning process which KSAs of the learners have been translated into community improvement addressing the needs of the community	2	
Documents to be submitted: for (2.1.1 to 2.1.7): ✓ <i>Photocopies of model lesson plans utilizing said approaches/ differentiated teaching strategies, teaching innovations through</i>		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

contextualization and localization within three years and in this new normal period. ✓ Certification from the principal/supervisor mentioning extent of use (school, district, division or region)		
10.7 Evaluative materials/ students' virtual monitoring tools prepared and utilized to improve teaching and pupil's performance in classes/learning sessions	10	
(2 pts. per evaluative material; max of 10 pts.) Documents to be submitted: ✓ Photocopies of sample assessment instruments prepared and utilized (periodic tests, summative test, work outputs, project based presentation/work portfolio rubrics, social media, etc.) include brief description and extent of use whether school, district, division or regional level).		
10.8 Action Research/Research and creative output	10	
Conducted action research on community-based programs related to IPED, SPED, DALSC, MOBILE TEACHER, MULTIGRADE (maximum of 10 points)		
a.) Regional Level	10	
b.) Division/Cluster Level	8	
c.) District Level	6	
d.) School Level	4	
Supporting documents needed: ✓ Certification from the Schools Division Superintendent on the implementation of Action research ✓ Approved by the School Head or Principal (school level) ✓ Approved by the PSDS (district or cluster level) ✓ Recommending Approval by the Research Coordinator Documents to be submitted: ✓ Certified true copies of action researches and other studies conducted related to teaching (except those presented for Post Graduate Studies) ✓ Copies of published/ unpublished work of poetry, musical composition, or essay/article (state name of magazine and other periodicals where published)		
10.9 LEADERSHIP POTENTIALS		
10.10 Involvement in co- curricular activities	15	
10.10.1 As Demonstration Teacher		
Served as a demonstration teacher of classes (school, district, regional and national levels).		
k.) National/ Regional Level	3	
l.) Division Level	2	
m.) District Level	1	
Documents to be submitted: ✓ Certificate of Recognition/ Appreciation ✓ Certification from principal/supervisor as demonstration teacher		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

10.10.2 As Facilitator /virtual facilitator (1 point per instance) Documents to be submitted: ✓ Certification from the principal/supervisor as facilitator/ resource person /discussant ✓ Certificate of Recognition/ Appreciation	2	
10.10.3 As Trainer/Adviser/Coach		
a.) National Level	5	
b.) Regional Level	3	
c.) Division Level	2	
d.) District Level	1	
Note: ■ Organized socio-cultural activities for students ■ Trained students in socio-cultural activities ■ Adviser of school club ■ Coach of student-winners in academic, literary, musical, arts, skills competition, dance and sports competition ■ Organized remedial and enrichment program Documents to be submitted: ✓ Certification from the principal/supervisor for organizing socio-cultural activities. ✓ Certification from the principal/supervisor as adviser of school clubs ✓ Certified true copies of certificates as coach of student- winners ✓ Certification from the principal/supervisor for organizing remedial and enrichment programs		
10.10.4 Awards eceived for the last 5 years (1 point per award, maximum of 2 points) Note: ■ Recipient of school/district/division/regional awards of recognition for exemplary services as teacher ■ Recipient of local/municipal awards and recognition Document to be submitted: ✓ Certified true copies of awards and recognition received	2	
10.10.5 Initiated, implemented and sustained School project (1 point per project – maximum of 3 points) Note: ■ Science Investigatory Project, livelihood project, any project relevant to teaching learning processes of different subject areas) ■ Submit only certificate in the highest level. ■ 1 pt. per project (maximum of 3 pts.) Documents to be submitted: ✓ Certification from the principal for initiating schools project	3	
10.11 PROFESSIONAL ATTAINMENT AND COMMUNITY INVOLVEMENT		
10.11.1 Seminars/workshops/training attended (maximum of 5 points)	15	
a.) International /National	5	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
b.) Regional	4	
c.) Division	3	
d.) District	2	
e.) School	1	
Documents to be submitted: ✓ <i>Certified true copies of certificates of participation and attendance in seminars, workshops and other training advancement.</i>		
10.11.2 Punctuality and Attendance (maximum of 2 points)	2	
• Submits reports on or/ before the dates • Is regular in coming to school and observes punctuality • Renders voluntary services beyond official time • Participates in school activities Documents to be submitted: ✓ <i>Certification on punctuality of attendance signed by the HRMO</i> ✓ <i>Certification from the school head/principal/supervisor</i>		
10.12 Community Involvement	8	
10.12.1 Active membership in professional, civic and religious organizations <i>Note: if Officer -3 pts</i> <i>Member – 2 pts</i> Documents to be submitted: ✓ <i>Certification from the president of the organization</i>	3	
10.12.2 Resource Generation, Support and Networking (3 points per school/class activity) ▪ Initiated school/class activities that resulted to improvement of the community (e.g., barangay cooperatives, livelihood projects, functional literacy, etc.) ▪ Note: at least 3 activities of 1 point each activity Documents to be submitted: ✓ Certificate of recognition/participation from the principal / supervisor / Barangay Chairman ✓ Other evidences such as photos, project by-laws ✓ Description of activities	3	
10.12.3 Networking (1 pt per services/resources, maximum of 2 points) • Non-government services/resources drawn to the school to help improve school/community environment Document/s to be submitted: ✓ <i>Certification from the NGO</i> ✓ <i>Evidences such as photos</i> ✓ <i>Description of services</i>	2	
10.13 PERSONAL QUALITIES AND CHARACTER		



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

10.13.1 Model of morality and integrity	5	
• Demonstrates honesty, humility, dedication, diligence, good faith, courtesy, generosity, kindness, love and concern for children • Demonstrates personal sacrifices for the good of the service Document to be submitted: ✓ <i>Character Investigation Report (CI) from SDO</i>		
10.13.2 Good human relations in the school and in the community	5	
• Demonstrates good relations with pupils, co-teachers, school head and community Documents to be submitted: ✓ <i>Certification from the principal/ supervisor</i>		
TOTAL	100	

Evaluator (Member)

Position _____

Date: _____



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

(Enclosure No. 11 to Memorandum No. ____s. 2021)

**EXEMPLARY ACHIEVEMENT OF GREAT
 AND LAUDABLE EMPLOYEE (EAGLE) AWARD
 2021 SEARCH FOR THE MOST OUTSTANDING NON-TEACHING EMPLOYEE
 BEFORE AND DURING THE NEW NORMAL
 CRITERIA FOR EVALUATION**

Evaluation Criteria	HPS	Score
11. OCCUPATIONAL COMPETENCE		
11.1 Work Performance		
• Performance rating for the last 3 rating periods preceding the search		
e.) Outstanding for the last three ratings	20	
f.) Outstanding for the last two ratings	17	
g.) Rated outstanding once	14	
h.) Very satisfactory for the last three ratings	11	
i.) Very satisfactory for the last two ratings	8	
j.) Rated very satisfactory once	5	
Documents to be submitted: ✓ <i>Service Record</i> ✓ <i>Performance Ratings</i>		
11.2 Work Accomplishment		
Submission of reports, assigned tasks, and other accomplishments to the Division/Region and Central Office; (2 pts. per document submitted)		
11.2.1 Submission of Reports		
f.) Always submits reports on or/ before the due dates	5	
g.) Sometimes submit report on or/before the due dates	3	
h.) Submit reports on or before the dates and sometimes-late	1	
11.2.2 For Attorney III – IV		
• Percentage/Number of cases acted upon on or before the due dates		
j.) 100%	5	
k.) 90% - 99%	4	
l.) 80% - 89.99%	3	
m.) 70% - 79.99%	2	
n.) 60% - 69.99%	1	
Documents to be submitted: Certification of accomplishment on number of cases acted upon		
11.2.3 For Drivers		
• Prompt preparation of trip tickets and other travel related reports		
a.) 100%	5	
a.) 90% - 99%	4	
b.) 80% - 89.99%	3	
c.) 70% - 79.99%	2	
d.) 60% - 69.99%	1	
Document to be submitted:		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director		
✓ <i>Certification from GSU/Unit Head</i>		
11.2.4 Punctuality and Attendance		
a.) 15 minutes before the time is always observed	5	
b.) Just on time and twice a month late	3	
c.) Just on time and oftentimes-	1	
11.2.5 Voluntary Service		
a.) Always render voluntary services even beyond official time	5	
b.) Oftentimes render voluntary services even beyond official time	3	
c.) Sometimes render voluntary services even beyond official time	1	
Documents to be submitted: ✓ <i>Certification on punctuality of attendance and voluntary services signed by the HRMO, Transmittal of Reports; Cover Memo signed by the SDS</i>		
11.2.6 Number of Years in the Service		
a.) 10 years and above	5	
b.) 8 – 9 years	4	
c.) 6 – 7 years	3	
d.) 4 – 6 years	2	
e.) 3 years	1	
11.3 Human Relations		
Observes and demonstrates respect and good working relationship with superiors, other personnel, co-workers and community esp. the elderly. (2 pts. per documents submitted) Documents to be submitted: ✓ <i>Certification from the Head of Office</i> ✓ <i>Testimonies of colleagues or stakeholders</i>	10	
11.4 OUTSTANDING ACCOMPLISHMENTS		
11.4.1 Outstanding Employee Award		
Has been awarded within sy 207-2018, 2018-2019 and 2019-2020		
e.) Region / Mindanao Area	10	
f.) Division/ Provincial Level	7	
g.) District /Municipal Level	4	
h.) Office Level	2	
Documents to be submitted: ✓ <i>Photocopy of the awards</i> ✓ <i>Certification from the sponsoring agency/ Head of Office</i> ✓		
11.4.2 Innovation/ Creativity		
11.4.3 Practice locally initiated and creative strategies, approaches in the work place that contributed to the performance of the office (5 pts. per document presented) before and during the new normal Documents to be submitted: ✓ <i>Approved and implemented Concept Paper, Project Proposal, Flow Chart by the Head of Office</i>	5	



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

11.4.4 For Drivers		
a.) No offense/ violation within three years	5	
b.) 1 – 2 offense/ violation within three years	4	
c.) 3 – 4 offense/ violation	3	
d.) 5 – 6 offense/ violation	2	
e.) 6 and above violations	1	
11.5 Speakership/ Consultancy (not applicable for drivers)		
- Has been a speaker or consultant in a training workshop, seminars, conferences or meetings; invited as consultant in a project implemented / conducted (1 pt. per document presented, maximum of 5 pts.) Documents to be submitted: ✓ Invitation letters, memorandum and certified true copy of Certifications from duly constituted authorities	5	
For drivers - testimonies from passengers		
n.) Very good	5	
o.) Good	4	
p.) Satisfactory	3	
q.) Fair	2	
11.6 PROFESSIONAL GROWTH		
11.6.1 Education – Educational Attainment and Professional Growth		
e.) Full-fledged Postgraduate Degree Holder (EdD / PhD)	5	
f.) Completed Academic Requirement (CAR) in postgraduate course	4.5	
g.) Full-fledged Master's Degree Holder	3.5	
h.) CAR in MA	3	
i.) College Graduate	2.5	
j.) Three years in college	2	
k.) Graduated a Two-Year Course Program	1.5	
l.) One year in college	1	
m.) High School graduate with special skills	5	
Documents to be submitted: ✓ Certified true copies of Transcript of Records for the highest degree obtained ✓ Certified true copies of certificates as coach of student- winners		
11.6.2 Seminars/workshops/training attended (maximum of 5 points)		
f.) National	5	
g.) Regional	3	
h.) Division	2	
For Drivers		
a.) National Certificate for Driving	5	
b.) National Certificate for Mechanic	5	
Documents to be submitted:		



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

✓ <i>Certified true copies of certificates of participation and attendance in seminars, workshops and other training</i>		
11.7 LEADERSHIP POTENTIALS		
- Involvement in co-curricular activities - Served as chairperson in activities conducted (Division, Region or National)		
a.) National Level	5	
b.) Regional Level	3	
c.) Division Level	2	
Documents to be submitted: ✓ <i>Certification of Recognition/ Appreciation</i> ✓ <i>Certification from the Head of Office (Division)</i>		
For Drivers - Participated in community outreach program/activities/ bloodletting program Documents to be submitted: ✓ <i>Certificate of Recognition/ Appreciation</i> ✓ <i>Certificate from the Head of Office (Division)</i>	5	
11.8 PERSONAL CHARACTERISTICS AND COMMUNITY INVOLVEMENT		
11.8.1 Model of morality and integrity		
- Demonstrates honesty, humility, dedication, diligence, good faith, courtesy, generosity, kindness, love and concern for children - Assistance and support towards organizational output are evident with respect and courtesy to the duly constituted authorities 5 points per document submitted Document to be submitted: ✓ <i>Certification from the Head of Office</i> ✓ <i>Testimonies from colleagues and stakeholders</i>	10	
11.8.2 Community Involvement	5	
- Active membership professional, civic and religious organizations (1 pt. per documents submitted) - Productive outcomes resulting from active involvement in the community Documents to be submitted: ✓ <i>Certification from the president of the organization</i> ✓ <i>Testimonies from colleagues and stakeholders</i>		
TOTAL	100	

 Evaluator (Member)

 Position/



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Date: _____