



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

DIVISION MEMORANDUM
No. 090, s. 2023

July 28, 2023

**CALL FOR NOMINATION TO THE SEARCH FOR THE AGILA
AND THE EAGLE OF FY 2023**

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Public School Heads
Public School Teachers
School HRD Coordinators
PRAISE Committee
SDO Personnel

1. This is in reference to Regional Memorandum HRDD-2023-184 dated July 21, 2023 signed by Rebonfamil R. Baguio, Director III, Officer-In-Charge, re: Call for the for the Search of Great Instructional Leadership Award (AGILA) for Public School Teachers, School Heads, Public Schools District Supervisors and Division Education Program Supervisors and Exemplary Achievement for Great and Laudable Employees (EAGLE) 2023 for Non-Teaching Employees.
2. Attached are the Guidelines and Criteria of the Search, Categories, Timetable, and Nomination Form for ready reference.
3. For information, dissemination, and compliance.

Melanie P. Estacio
MELANIE P. ESTACIO

Amor T. Estacio
OIC-Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
27-105204
DATE: JUL 31 2023 TIME: 10:20am
BY: [Signature]



Timetable
2023 AGILA and EAGLE Search

Activity	Committee	Schedule	Remarks
Information Dissemination	HRD Specialist	July 5 and 28, 2023	Done
Virtual Orientation PSDSs, School Heads, PRAISE Committee, and NEU Officers	HRD Specialist	July 31, 2023 at 2:00PM	To be accomplished
School and District based selection	School and District Selection Committee	August 1-10, 2023	To be accomplished
Office-based selection (EAGLE)	Division Selection Committee	August 1-10, 2023	To be accomplished
Submission of documents to the Division	Division Selection Committee	August 14, 2023	To be accomplished
Evaluation of Documents	Division Selection Committee	August 15-16, 2023	To be accomplished
Announcement of Winners	HRD	August 17, 2023	To be accomplished
Meeting with the Winners together with the Packaging Team	PRAISE Committee and Packaging Team	August 18, 2023	To be accomplished
Final Touches of the Documents	Division Packaging Team	August 21-28, 2023	To be accomplished
Submission of Documents to RO and Endorsement of Division Entries to the Regional Office	HRD Specialist	August 29, 2023	To be accomplished

Packaging Team

- Tito M. Endrina
- Ida I. Juezan
- Leilani Señires
- Gervasio Salinas
- Peter-Jason C. Senarillos
- Stephen Pascual
- Eleser Mateo
- Marjun Rebosquillo
- Cherrie Anne Bohol
- Stephen R. Pascual
- Jaymark Alocelja
- Lee Wilson Precellas
- Marlou Samontina

Chairperson

Members

Basilio P. Mana-ay Jr.

Sollie B. Oliver

Beverly S. Daugdaug, EdD

Clarence S. Pillerin, EdD

Francis Jude D. Alcomendras

Neptune Tambilawan

Myhrra Faye L. Bontia

Noreliza A. Misal

Rafael Rodrigo III Mediodia

Secretariat

Ronald B. Dedace

Eleaser B. Mateo

Dannical L. Acedilla

Evaluators

Asst. School Division Superintendent

Chief Education Supervisor, SGOD

Chief Education Supervisor

Public Schools District Supervisor

Admin Office V

Admin Office V – Budget

Admin Office IV – HRMO

Accountant III/ NEU President

MT – I / President, Teachers' Association

SEPS – HRD

SEPS – SMME

Admin Office II

NEU Officers

Position

Name

President

Francisco M. Reyes

Vice President

Myra E. Reyes

Treasurer

Chris M. Reyes

Secretary

Armando M. Reyes

Member

Armando M. Reyes

Member

Armando M. Reyes

Member

Armando M. Reyes

Member

Armando M. Reyes



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
HRDD-2023-184

To : Assistant Regional Director
Schools Division Superintendents
Chiefs of the Functional Divisions

Subject: CALL FOR NOMINATIONS TO THE SEARCH FOR THE AGILA
AND THE EAGLE OF FY 2023

Date : July 21, 2023

Rewarding and recognizing employees leads to greater motivation and engagement as integral part in creating more positive and productive work environment. The Human Resource Development Division, **Calls for Nominations to the Search for the Achievement of Great Instructional Leadership Award (AGILA) and the Exemplary Achievement for Great and Laudable Employees (EAGLE)**. Compliant with the **CSC Program on Awards and Incentives for Service Excellence (PRAISE)**, Schools Division Offices are informed on the submission of qualified nominees on or before August 29, 2023

The Regional Search shall utilize the FY 2023 Enhanced Evaluation Criteria in three categories namely: a. Teaching b. Teaching-Related, and c. Non-Teaching personnel.

Relevant details, guidelines, and the indicative timeline, are found in the enclosures. For concerns refer to Isidra B. Despi-EPS, HRDD/Focal Person through 09156741671 or hrddneaprol1@gmail.com.

Immediate and wide dissemination on this Memorandum is desired.

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RELEASED

By: *[Signature]* Date: *July 25, 2023*
Time: *2:19 PM*

Enclosed: As Stated. *21927*

ROH2/ibd

ALLAN G. FARNAZO
Director IV *g*

By the Authority of the Regional Director

REBONFAMIL R. BAGUIO
Director III

25 JUL 2023



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ENCLOSURE 1

Schedule of Activities on the 2023 Search for the AGILA and EAGLE:

Date	Activity	Expected Output
February 14, 2023	Post-Conference of the RSC & TWG of the 2022 Search for the AGILA & EAGLE	Reports/Feedbacks from the RSC & TWG for continual improvement
April-May, 2023	Review/ Re-visit the existing Enhanced Guidelines & Criteria by the RSC	Reviewed/Revised the Criteria for the 2023 Search for the AGILA and EAGLE
June, 2023	Submission of the Edited Guidelines and Criteria for finalization	Final Edited Guidelines and Criteria for 2023 AGILA and EAGLE
July 5, 2023	Meeting with the PRAISE Committee	Presentation of the 2023 AGILA and EAGLE Categories, Timeline and other related concerns
July 21-25, 2023	Preparation, Dissemination of Memo to SDOs for the Call for Nomination for the 2023 AGILA and EAGLE	Release of the Memorandum to SDOs
July – August 23, 2023	Selection & Preparation of SDO Entries	Selection and Preparation of Documents of the SDO Entries (AGILA & EAGLE)
August 24-29, 2023	Submission of Entries to Regional Office	Submission of Nominees/ Entries to Regional Office received by the Records Section
August 30, 2023	Regional Selection Committee (RSC) Meeting	Meeting with the RSC on the Evaluation of the AGILA and EAGLE
August 31- September 4, 2023	Evaluation of the Nominees Documents	Evaluation of Documents by the RO Committee Chair and Members Note: Top five (5) Finalists in every Category shall undergo validation



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Date	Activity	Expected Output
September 5-8, 2023	Ocular Validation of the Shortlisted Nominees	On-site Validation of the Shortlisted Nominees by Category
September 13, 2023	Submission of Results to Secretariat	Submission of Final Results by Category
September 14-October 6, 2023	Preparation for the Awarding	Preparation and Finalization for the Conduct of the Awarding Ceremony
September 23, 2023	Dissemination of Memo to SDOs for the Finalists	Dissemination of Memo to SDOs
October 13, 2023	Awarding of the 2023 Search for the AGILA and the EAGLE	Awarding of the 2023 AGILA and EAGLE
October 27, 2023	Post-Conference of the RSC and TWG	Conduct Post-Conference of the RSC & TWG



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**GUIDELINES ON THE SEARCH AND AWARDING CEREMONY ON THE 2023
ACHIEVEMENT OF GREAT INSTRUCTIONAL LEADERSHIP AWARD
(AGILA) AND 2023 EXEMPLARY ACHIEVEMENT FOR GREAT AND
LAUDABLE EMPLOYEES (EAGLE)**

I. Coverage

The Human Resource Development Division (HRDD) in this region spearhead the conduct of the Rewards and Recognition of the employees. This will give honor and prestige to deserving employees and recognize the exemplary achievements and commendable contribution in the workplace in compliance with the CSC Program on Awards and Incentives for Service Excellence (PRAISE). The search is open to all public school teachers in Kindergarten, Elementary, Junior and Senior High School, School Heads, Education Program Supervisors, Public School District Supervisors and the Non-Teaching Personnel who are currently employed in the Department of Education, Region XI.

II. Categories

The Regional **Achievement of Great Instructional Leadership Award (AGILA)** and the **Exemplary Achievement of Great and Laudable Employees (EAGLE)** Awards are considered as the most esteemed and prestigious rewards and recognition program initiatives of DepEd Region XI. It aims to give **RESPECT** and **HONOR** to worthy individuals and employees with exemplary performance, value-laden commitment to excellence, extraordinary achievement, and transformational leadership contributions in the workplace, Schools Division Offices (SDOs), schools, and communities.

The awards are categorized into two (2) as:

A. A.G.I.L.A (Achievement of Great Instructional Leadership Award)

1. For Teaching and Teaching Related

Category
A. Teacher
A.1 Elementary and Secondary
1.1 Kindergarten
1.2 Grades 1-6
1.3 Multi-grade
1.4 Junior High School
1.5 Senior High School



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A.2 Master Teacher	
2.1 Master Teacher (Elementary)	
2.2 Master Teacher (Junior High School)	
2.3 Master Teacher (Senior High School)	
A.3 Inclusive Education	
3.1 ALIVE	
3.2 IPED	
3.3 SPED	
3.4 ALS (DALSC/Mobile-Teacher)	
B. Education Program Specialist II (EPSp II)	
C. Senior Education Program Specialist (SEPS)	
D. School Heads	
B.1 Elementary	
B.2 Secondary	
B.3 Integrated School	
B.4 Stand-Alone (Senior High School)	
Note: DCP nominees shall be at School Head's category, not in the PSDS	
E. Public Schools District Supervisor (PSDS)	
F. Division Education Program Supervisor (EPS)	
Total = 20	

B. E.A.G.L.E (Exemplary Achievement for Great and Laudable Employees Award).

1. For the Non-Teaching Personnel

No.	Category
1	Accountant (1and III)
2	Administrative Officer (I-V)
3	Attorney (I-III)
4	Project Development Officer (I-III)
5	Planning Officer
6	Information Technology Officer I



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7	Guidance Counselor (I-III)
8.	Librarian
9.	PDO (LRMDS)
10.	Administrative Assistant (I-VI)
11.	Administrative Aide (I-VI)
12.	Driver
13.	Medical Officer
14.	Dentist
15.	Nurse
16.	Engineer
17.	PDO I (Youth Formation Coordinator)
18.	PDO II (DRRM)
Total = 18	

III. Qualifications:

The nominees must meet the following criteria:

1. Employed in the Department of Education with an appointment/designation that indicates at least three(3) years length of service in the current position, reflective of the Categories for the Search for AGILA and the EAGLE such as the following:
 - A. Teaching Category
 - B. Teaching- Related Category
 - C. Non-Teaching Category
2. Have rendered a minimum of five (5)years length of service from the date of appointment to the entry position in the Department of Education, which is either with Plantilla position for Categories A-C, or Co-Terminus status of employment (Category C) as specified by law, whose continuity in the service is based on trust and confidence as the case maybe for the Non-Teaching Personnel.
3. The nominee must not be on leave for more than two (2) years prior to the SDOs' nomination for the **2023 Search for the AGILA and the EAGLE.**
4. Must not be a National Awardee of any prestigious Search or Competition, and, must not have been awarded First Place as the Most Outstanding Regional AGILA/EAGLE in the previous Search or Competition.



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5. Have been rated at least Very Satisfactory Performance for the last two (2) rating periods, based on the OPCRF/IPCRF rating.
6. Have not been found guilty of any administrative or criminal offenses involving moral turpitude and have no pending administrative or criminal case at the time of nomination.
7. For School Heads, the School/s where he/she served for the last two(2) years have submitted to the Division Office the documents for the SBM Level III pending validation by the Regional Office due to the moratorium as per DM 075 s. 2022.

IV. Criteria for Evaluation

A. Teaching Category

Indicator						Points
1. Performance Rating (Duly signed IPCRF) for the last two (2) rating periods.						15
a. Outstanding (15) b. Very Satisfactory						
2. Significant Accomplishment in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized (i.e.) a. Increase in learning outcome, b. Strategic Intervention Materials, c. Learning Materials, d. Assessment Materials • Submit appropriate MOVs						30
Indicator	5	4	3	2	1	10
Program/Project/Activities With complete documentation and MOVs	- Introduction - Rationale - Data - Analysis - Results - Recommendation	- Introduction - Rationale - Data - Analysis - Results	- Introduction - Rationale - Data - Analysis	- Introduction - Rationale - Data	- Introduction - Rationale	
Presentation of a data	- Graph in a detailed presentation. - Interpretation of results fosters	- Graph in a detailed presentation. - Interpretation of results fosters	- Graph in a detailed presentation. - Interpretation of results	- Graph in a detailed presentation. - Interpretation of results	- Graph in a detailed presentation. - Interpretation of results fosters	5



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	<i>learning outcome</i> Results analyzed depicts 90%-100% learning outcome.	<i>learning outcome</i> Results analyzed depicts 80%-89% learning outcome	<i>fosters learning outcome</i> Results analyzed depicts 70%-79% learning outcome	<i>fosters learning outcome</i> Results analyzed depicts 60%-69% learning outcome	<i>learning outcome</i> Results analyzed depicts 50%-59% learning outcome	
Applicability	- Relevance, suitability, - Appropriateness of the applicability of the accomplishments, - Evident with at least 90%-100% relative to fostering learning.	- Relevance, suitability, - Appropriateness of the applicability of the accomplishments, - Evident with at least 80%-89% relative to fostering learning.	- Relevance, suitability, - Appropriateness of the applicability of the accomplishments, - Evident with at least 70%-79% relative to fostering learning	- Relevance, suitability, - Appropriateness of the applicability of the accomplishments, - Evident with at least 60%-69% relative to fostering learning.	- Relevance, suitability, - Appropriateness of the applicability of the accomplishments, - Evident with at least 50%-59% relative to fostering learning	10
Replicability	Replicated the Result to various levels of governance: SDO, District, and School.	Replicated the Result to various levels of governance: District, and School.	Replicated the Result to various levels of governance: School.	Replicated the Result to Grade Level	Replicated the Result to Classroom Level	5
3. Impact of Accomplishments in the Improvement of students Learning Outcomes 3.1 Percentage of the improvement on the students learning outcome						25





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95-100% = 25 points; 90-94% = 20 points; 85-89% = 15 points; 80-84% = 10 points; 75-79% = 5 points				
4. Innovations in Basic Literacy and Transformational Education 4.1 Crafted and approved innovation duly signed by the concerned authorities				30
Indicator	Score/Points			15
	15	10	5	
Crafted and approved innovation duly signed by the concerned authorities	<i>4 or more innovations</i>	<i>2-3 innovations</i>	<i>1 innovation</i>	
Implemented/ utilized innovation	<i>Employed in SDO Level</i>	<i>Employed in School or District Level</i>	<i>Employed in the Classroom Level</i>	15
5. Awards Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: • CO/RO/SDO/Division/District/School/Unit. • Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. <i>International=10;</i> <i>National=8;</i> <i>Regional=6;</i> <i>Division=4;</i> <i>District/ School =2</i> Note: For International and National Awards the Committee shall validate the authenticity and legality of the same award				10
TOTAL				100 %





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**B. Teaching-Related Category (Senior Education Program Specialist
 and Education Program Specialist II)**

Indicator						Points
1. Performance Rating (Duly signed OPCRf) for the last two (2) rating periods. a. Outstanding (15) b. Very Satisfactory (10)						15
2. Significant Accomplishment in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized) • Submit appropriate MOVs						20
Indicator	5	4	3	2	1	5
Availability of Data Presented on the Identified PAPs	Clarity, Factual reliability and uniqueness of specific data presented in fostering learning.	Clarity, factual reliability of specific data presented in fostering learning.	Clarity, factual specific data presented in fostering learning.	Absence of clarity on the factual data presented.	Not clearly presented.	
Presentation of a data	Graph in a detailed presentation ; Results analyzed according to situation and interpretation of the results in fostering learning.	Graph in a detailed presentation ; Results analyzed according to situation of the results in fostering learning.	Graph in a detailed presentation of the results in fostering learning.	Data Presented is limited to fostering learning only.	No Data presented.	5



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Applicability	Relevance, suitability, appropriateness of the applicability of the accomplishments are transparent relative to fostering learning.	Relevance and suitability of the applicability of the accomplishments are transparent relative to fostering learning.	Only the relevance of The applicability of the accomplishments is transparent to fostering learning.	Relevance of the applicability of the accomplishments is not evident.	The applicability of the accomplishment is difficult to determine in fostering learning.	5
Replicability	Replicated the Result to various levels of governance: School, District, SDO etc.	Replicated the Result to intended school and district levels of governance.	Replicated the Result only to school level of governance.	Replicated the result to professional community of practice.	Replicated result to limited group of individuals/employees	5
3. Impact of Accomplishment in Human Relations, Professional Growth, Community Involvement and Partnerships a. Human Relations: good relationship * Submit appropriate MOVs/Certification from direct superior and from legal unit/office b. Professional Growth *seminars/training *Scholarship *Education c. Community Involvement: engagement to any community activities. (Barangay Certificate, or Community Certification from the Office of the Barangay)						30



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4. Innovations Submitted Policy/Project/Activity proposals that will contribute to the effective performance of the office (must be stamp- received by duly constituted authorities).					25
Indicator	Score/Points				
	25	20	15	10	5
	5	4	3	2	1
Submitted/Policy/ Proposal/s innovation as stamp received by duly constituted authorities. *Terms of Reference Elements of a Proposal: Title, Table of Contents, abstract, Project Description, Methodology, Budget Allocation, Timeline/scheduling, and M&E Framework)	Proposals With complete 8 key elements of a proposal.	Proposals 6 key elements of a proposal are present.	Proposals 4 key elements of a proposal are present.	Proposals 2 key elements of a proposal are present.	Proposals 1 key element of a proposal is present.
5. Awards Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: • CO/RO/SDO/Division/District/School/Unit. • Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. <i>International=10; National=8; Regional=6; Division=4; District/ School =2</i> Note: For International and National Awards the Committee shall validate the authenticity and legality of the same award					10
TOTAL					100%



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B. Teaching-Related Category (School Heads, Public School District Supervisors, and Division Education Program Supervisors)

Indicator					Points
1. Performance Rating (Duly signed OPCRf) for the last two (2) rating periods. a. Outstanding (15) b. Very Satisfactory (10)					15
2. Significant Accomplishment in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized) • Submit appropriate MOVs					20
Indicator	5	4	3	2	1
Availability of Data Presented on the Identified PAPs	Clarity, Factual reliability and uniqueness of specific data presented in fostering learning.	Clarity, factual reliability of specific data presented in fostering learning.	Clarity, factual specific data presented in fostering learning.	Absence of clarity on the factual data presented.	Not clearly presented
Presentation of a data	Graph in a detailed presentation ; Results analyzed according to situation and interpretation of the results in fostering learning.	Graph in a detailed presentation ; Results analyzed according to situation of the results in fostering learning.	Graph in a detailed presentation of the results in fostering learning.	Data Presented is limited to fostering learning only.	No Data presented



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Applicability	Relevance, suitability, appropriateness of the applicability of the accomplishments are transparent relative to fostering learning.	Relevance and suitability of the applicability of the accomplishments are transparent relative to fostering learning.	Only the relevance of the applicability of the accomplishments is transparent to fostering learning.	Relevance of the applicability of the accomplishments is not evident.	The applicability of the accomplishment is difficult to determine in fostering learning.	5
Replicability	Replicated the Result to various levels of governance: School, District, SDO etc.	Replicated the Result to intended school and district levels of governance.	Replicated the Result only to school level of governance.	Replicated the result to professional community of practice.	Replicated the result to limited group of individual s/employees	5
4. Impact of Accomplishments in the Improvement of students Learning Outcomes						25
4.1 Percentage of the improvement on the students learning outcome						
100-95%- =25 points; 94-90%=20 points; 89-85%=15 points; 84-80% =10 points; 79-75% =5 points						
5. Innovations in Basic Literacy and Transformational Education						30
5.1 Crafted and approved innovation duly signed by the concerned authorities						



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Indicator	Score/Points			
	15	10	5	
Crafted and approved innovation duly signed by the concerned authorities	<i>4 or more innovations</i>	<i>2-3 innovations</i>	<i>1 innovation</i>	15
Implemented/ utilized innovation	<i>Employed in SDO Level</i>	<i>Employed in School or District Level</i>	<i>Employed in the Classroom Level</i>	15
5. Awards Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: • CO/RO/SDO/Division/District/School/Unit. • Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. <i>International=10;</i> <i>National=8;</i> <i>Regional=6;</i> <i>Division=4;</i> <i>District/ School =2</i> Note: For International and National Awards the Committee shall validate the authenticity and legality of the same award				10
TOTAL				100%



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C. Non- Teaching Employees

Indicator						Points
1. Performance Rating (Duly signed IPCRF) for the last two (2) rating periods						15
a. Outstanding(15)						
b. Very Satisfactory (10)						
2. Significant Accomplishment in ensuring Organizational Effectiveness and Efficiency						20
* Submit appropriate MOVs						
Indicator	5	4	3	2	1	
Participation on workforce engagement in the organization	Exhibited a Pivotal Role in affecting School Work environment climate, possessed positive attitude towards people and work, modelled effective innovations as incubator of teaching and learning, or organizational change	Demonstrated unique strategies, skills, traits and beliefs that most successful education leaders share	Sustained reciprocal partnership and community networks that leverage inclusive, culturally responsive and liberating education	Cultivated leadership skills with colleagues, teaching and non-teaching personnel and built trusting relationships in the workplace.	Created opportunities for support services, innovations, and which has an impact on teacher performance and learner's achievement	5
Accountability	Intensifies the charism of engaging daily performance task assigned, delegated and tracked in ensuring Organizational Effectiveness and Efficiency.	Intensifies the charism of engaging daily performance task assigned and delegated in ensuring Organizational and Efficiency.	Intensifies the charism of engaging daily performance task assigned in ensuring Organizational Effectiveness and Efficiency	Performing the daily task under mediocrity level of performance	Not exactly exhibited the performance task on time.	5



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Contribution and Performance satisfaction in an organization	Contributes effectiveness and efficiency of the initiated program/project on how this significantly affect the organization	Contributes effectiveness of the initiated program/project on how this significantly affect the organization	Contributes efficiency of the initiated program/project on how this significantly affect the organization	Shows lack of effectiveness and efficiency of the initiated Program /project to an organization in meeting its goal.	Not exactly contributed to the performance satisfaction of an organization	5
Presented the initiated PPAs for the Employees Learning Experience	Covers, presents, and implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within organization	Presents and implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within organization	Implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within organization	Shows incomplete presentation of PPAs' significant learning experience of the implemented program/activity within the organization	Submitted only the PPAs' without impact result of the program/activity.	5
5. Impact of Accomplishment in Human Relations, Professional Growth, Community Involvement and Partnerships d. Human Relations: good relationship * Submit appropriate MOVs/Certification from direct superior and from legal unit/office e. Professional Growth *seminars/training *Scholarship *Education f. Community Involvement: engagement to any community activities. (Barangay Certificate, or Community Certification from the Office of the Barangay)						30
6. Innovations Submitted Policy/Project/Activity proposals that will contribute to the effective performance of the office (must be stamp- received by duly constituted authorities).						25



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Indicator	Score/Points					
	25	20	15	10	5	
Submitted/Policy/ Proposal/s innovation as stamp received by duly constituted authorities. *Terms of Reference Elements of a Proposal: Title, Table of Contents, Abstract, Project Description, Methodology, Budget Allocation, Timeline/scheduling, and M&E Framework)	5 <i>Proposals With complete</i> <i>8 key elements of a proposal.</i>	4 <i>Proposals 6 key elements of a proposal are present.</i>	3 <i>Proposals 4 key elements of a proposal are present.</i>	2 <i>Proposals 2 key elements of a proposal are present.</i>	1 <i>Proposals 1 key element of a proposal is present.</i>	
7. Awards Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: *CO/RO/SDO/Division/District/School/Unit *Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. <i>International=10;</i> <i>National=8;</i> <i>Regional=6;</i> <i>Division=4;</i> <i>District/ School =2</i> Note: For International and National Awards the Committee shall validate the authenticity and legality of the same award						10
TOTAL						100%



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V. Required Nomination Documents

Each nomination requires the submission of three (3) original nomination folder containing the following fully accomplished documentary requirements:

1. Completely Filled-out Nomination Form

An Executive Summary, excluding to the ten pages, Nomination Write-up for the AGILA/EAGLE (Maximum of Ten (10) pages), Nomination Form, Certification (School, SDOs/Rewards and Recognition Committee) Certification of SBM that the school submitted the documents for Level III to the Division Office, Certification of no Pending Administrative or Criminal Case at the time of nomination from The SDOs' Administrative Officer V/IV (Personnel)/ Atty. III.

2. Write-up of Accomplishments

- 2.1. The write-up of accomplishments must highlight the outstanding accomplishment of the School, RO, CO and International Achievements of the nominees for the past two(2) years. Presentation of accomplishments should be in order of significance complete with descriptions, justifications and should adhere to the past following pointers:
 - Use specific terms. Define /clarify terms such as "assisted", "contributed", or "facilitated".
 - State outstanding accomplishments and impact in brief, factual and in bullet form.
 - Present impact of accomplishments by indicating problems addressed people/ office benefited and/or transactions facilitated.
- 2.2. The nomination write-up should only be for a maximum of ten pages (A4 sizes bond paper, Bookman Old Style, 11font size) to include the summary of accomplishments, impact and other information.

VI. Procedure for Nomination

1. SDOs level of governance are expected to nominate their exemplars. Each SDOs shall have at least one nominee in every category for the search.

VII. Screening and Evaluation

The Regional Office through PRAISE Committee shall create a pool of expert validators/Screening Committee who serve as Regional Selection Committee (RSC) per category for the Search for AGILA and EAGLE 2023.



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NOMINATION WRITE UP

For Category B : Teaching Related (for Senior Education Program Specialist and Education Program Specialist II)

I. Executive Summary : (Description in not more than 150 word, as to why the school/SDO nominee deserves the award.)
II. Significant Accomplishment/s in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized) • Submit appropriate MOVs
III. Impact of Accomplishment/s in Human Relations, Professional Growth, community Involvement and Partnerships • Human Relations: good relationship (Submit appropriate MOVs/ Certification from direct superior and from legal unit/office) • Professional Growth: seminars/ trainings/ Scholarships/ Education • Community Involvement: engagement to any community activities (Barangay Certificate, or Community Certification from the Office of the Barangay).
IV. Innovations (Submitted Policy/Project/Activity proposals that will contribute to the effective performance of the office; must be stamp-received by duly constituted authorities)
V. Awards Major Awards /citations/Recognition received from any of the awarding Bodies listed below: CO/RO/SDO/Division/District/School Unit (Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd)



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NOMINATION FORM

DATA PRIVATE NOTICE. The data and information in this form are intended for the purpose of conducting the 2023 Search and Awarding Ceremony on the Achievement of Great Instructional Leadership Award (AGILA) and 2023 Exemplary Achievement for Great and Laudable Employees (EAGLE) of DepEd Region XI. The data will be kept solely by the process owner for the purpose of verifying and authenticating identity of the nominee. The use of data indicates the purpose of confirmation and verification of the submitted documents and not to hold nor destroy information to any violation against Data Privacy Act of 2012. Data are subjects for voluntary contribution of personal knowledge provided by facts and information from the nominee .

Category :	
THE NOMINEE	
Name:	
School/Office Address:	
District:	SDO:
Telephone No./Mobile No.:	Sex:
Designation:	
NOMINATOR	
Name:	Position:
Office:	Telephone No.:
Office Address:	

*School/ s need to fill up spaces. SDOs disregard paces that do not apply to them.
* Please indicate the name of the Head of the Organizational unit nominated.



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NOMINATION WRITE UP

**For Category A and B : Teaching and Teaching Related (for School Heads,
PSDS and Division Education Program Supervisor)**

I. Executive Summary : (Description in not more than 150 word, as to why the school/SDO nominee deserves the award.)
II. Significant Accomplishment/s in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized) • Submit appropriate MOVs
III. Impact of Accomplishment/s in the Improvement of the Learning Outcomes (Percentage of the Improvement on the students learning outcomes).
IV. Innovations in Basic Literacy and Transformational Education (Crafted and approved innovation duly signed by the concerned authorities)
V. Awards Major Awards /citations/Recognition received from any of the awarding Bodies listed below: CO/RO/SDO/Division/District/School Unit (Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd)



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NOMINATION WRITE UP

For Category C : Non-Teaching Employees

I. Executive Summary : (Description in not more than 150 word, as to why the school/SDO nominee deserves the award.)
II. Significant Accomplishment/s in Fostering Learning for the past two years (Said accomplishment is approved by duly constituted authorities and is implemented and utilized) • Submit appropriate MOVs
III. Impact of Accomplishment/s in Human Relations, Professional Growth, community Involvement and Partnerships • Human Relations: good relationship (Submit appropriate MOVs/ Certification from direct superior and from legal unit/office) • Professional Growth: seminars/ trainings/ Scholarships/ Education • Community Involvement: engagement to any community activities (<i>Barangay Certificate, or Community Certification from the Office of the Barangay</i>).
VI. Innovations (Submitted Policy/Project/Activity proposals that will contribute to the effective performance of the office; must be stamp-received by duly constituted authorities)
VII. Awards Major Awards /citations/Recognition received from any of the awarding Bodies listed below: CO/RO/SDO/Division/District/School Unit (Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd)



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CERTIFICATION

We attest to all facts contained herein and authorize the use of this information for publication. We understand that the **Schools Division Office (SDO) PRAISE Committee** will validate the accuracy of the conduct of a background investigation. Any misrepresentation made by the signatories shall be ground for disciplinary action pursuant to applicable CSC laws and rules.

PRINTED NAME AND SIGNATURE

School Principal/SDO Chief

Division Office PRAISE COMMITTEE Chair

Schools Division Superintendent (SDS)



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