

Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

17 November 2020

Division MEMORANDUM No. 390, s. 2020

DIVISION SEARCH FOR PAGPASIDUNGOG SA PINAKAMADAYAW AWARD 2020

To: Public Schools District Supervisors & Districts In-Charge Secondary and Elementary School Heads Secondary and Elementary Teachers This Division

- 1. In adherence to Division Memo no. 278, s. 2020 re: Composition & Functions of the Members of the PRAISE Committee for Pagpasidungog sa Pinakamadayaw, this office hereby encouraged all schools and districts offices to implement and institutionalize the Program on Awards and Incentives for Service Excellence (PRAISE) pursuant to Civil Service Memo Circular No. 1, s. 2001 and DepEd Order No. 78, s. 2007.
- 2. The program aims to encourage, recognize & reward employees individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, or services in the public interest and other personal efforts contributing to efficiency, economy which lead to organizational productivity enhanced on the principles of equal employee opportunity policy and equitable service for the greater good of the communities they serve.
- 3. Pagpasidungog sa Pinakamadayaw-aims to recognize the Outstanding Employees of DepEd Surigao del Sur Division on the following Individual award categories:
 - 3.1. Outstanding Teacher (Elementary)
 - 3.2. Outstanding Teacher (Secondary
 - 3.3. Outstanding Master Teacher (Elementary)
 - 3.4. Outstanding Master Teacher (Secondary)
 - 3.5. Outstanding Special Education Teacher
 - 3.6. Outstanding Multigrade Teacher
 - 3.7. Outstanding ALS Mobile Teacher
 - 3.8. Outstanding School Principal (Elementary)
 - 3.9. Outstanding School Principal (Secondary)
 - 3.10. Outstanding Head Teacher/TIC (Elementary)
 - 3.11. Outstanding Head Teacher/TIC (Secondary)
 - 3.12. Outstanding Public Schools District Supervisor
 - 3.13. Outstanding Non-Teaching Level 1 Employee (Division and District)
 - 3.14. Outstanding Non-Teaching Level 2 Employee (Division and District)
 - 3.15. Outstanding IPEd Teacher (Elementary)
 - 3.16. Outstanding Education Program Supervisor







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Three finalists to each category will receive a Certificate of Recognition, while the outstanding employee shall also receive a plaque.

- 4. Each district is encouraged to send one entry per category. The District/School-based PRAISE Committee shall screen the candidates' documents to be conducted with strict observance of the Minimum Health Standard set by the Department of Health (DOH) and Inter- Agency Task Force (IATF).
- 5. The schedule of the submission of hard copy will be on or before November 27, 2020 at this Division Office and venue of the awarding Ceremony for Pagpasidungog sa Pinakamadayaw will be announced later. For in inquiries, you may contact Erlyn Mangadlao, HRD-EPS II 09073950090 for some details.
- 6. Wide dissemination of the Memo is highly desired.

JOSITA B. CARMEN, CESO V Schools Division Superintendent

Encl.: As stated Reference:

Civil Service Memo Circular No. 1, s. 2001 DepEd Order No. 78, s. 2007

To be indicated in the <u>Perpetual Index</u> under the following subjects:

PRAISE COMMITTEE AWARDS EMPLOYEES

INCENTIVES

EGM//DM-MEMO DIVISION SEARCH FOR PAGPASIDUNOG SA PINAKAMADAYAW AWARD 2020 390/NOVEMBER 17, 2020







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Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 1 to Division Memorandum No. 390, s. 2020

OMNIBUS CERTIFICATION OF AUTHENTICITY AND VERACITY OF DOCUMENTS

OMNIBUS CERTIFICATION OF AUTHENTICITY AN	ND VERACITY OF	DOCUMENTS
I Filip	pino, of legal age,	with permanent
address		
herby depose and state that:		
That each of the document submitted is ar	n authentic and or	riginal copy or a
true and faithful reproduction of the original, com	plete and that all	statements and
information provided therein are true ad correct;		
That I am assuming full responsibility and	accountability on	the validity and
authenticity of the documents submitted;		
That I am aware that any violation will aut	omatically disqua	lify me from the
selection process;		
That I am making these statements a	_	_
Pagpasidungog sa Pinakamadayaw Award 20	of the Departmen	t of Education -
Surigao del Sur Division.	C A41	1 . 37
By executing this Omnibus Certification		
Documents, I hereby authorize the Department Division.	of Education - 3	Surigao dei Sur
Division.		
Nominee		
Witness:		
PSDS/DIC		
, and the second se		
SUBSCRIBE AND SWORN to before me this	day of	_, 20, affiant
exhibiting to me his/her Community Tax Certif	icate No	issued on
at, Philipp	oines.	
Notary Public		
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Doc no.		
Page no		
Book no		







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Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 3 to Division Memorandum No. 390, s. 2020

NOMINATION FORM

Pagpasidungog sa Pinakamadayaw Award 20___ (Calendar Year)

THE PRAISE COMMITTEE
DepEd – Surigao del Sur Division
Balilahan, Mabua
Tandag City 8300

Name of Nominee : _

Recent 2"x2"
Picture of the nominee

After undergoing a thorough evaluation in the district level based on the guidelines and criteria of the Pagpasidungog sa Pinakamadayaw Awards for DepEd – Surigao del Sur Division Employees, I hereby nominate:

Category	:	
Current Position o	f Nominee :	
Subject Area and (Grade Level Taught:	
Unit Assigned and	nature of work:	
School/Office	:	
School/Office Add	ress:	-
accompanying sup	at, to the best of my knowledge, the porting documents are true and other undersigned understand that and that we agree to abide by it.	correct.
Name of Nominato	r:	Position:
Signature of Nomi	nator:	Date Signed:







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Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 3 to Division Memorandum No. 390, s. 2020

CRITERIA FOR PASIDUNGOG SA PINAKAMADAYAW OUTSTANDING TEACHER

(Elementary and Secondary)

- 1. Instructional Competence (45)
- 1.1. Teaching Competence (average for the latest 3 rating period) 20

Rating	Points
5	20
4.9	19
4.8	18
4.7	17
4.6	16
4.5	15

Rating	Points
4.4	14
4.3	13
4.2	12
4.1	11
4.0	10
3.9	9

Rating	Points
3.8	8
3.7	7
3.6	6
3.5	5

1.2. Outstanding Accomplishment – 10

Outstanding employee or coach or trainer of winning students in the different competitions. To consider only the certificate with the highest points.

Rank	Points			
Kalik	District Level	Division Level	Regional Level	National Level
1 st	3	5	8	10
2 nd	2	4	7	9
3 rd	1	3	6	8

1.3. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

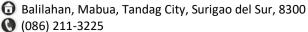
Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

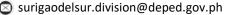
1.4. Research (5)

Points earned shall be divided according to the number of researches in a team

Stages of Implementation	Points
Conceptualized	1











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Started the implementation	2
Fully implemented in the school	3
Adopted in the district	4
Adopted in the division	5

2. Professional Growth (35)

2.1. Education (5)

Educational Level	Points
With MA Units	1
Completed Academic Requirements in a Master's degree	2
Master's Degree	3
Completed Academic Requirements in a doctoral degree	4
Doctoral degree holder	5

2.2. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8
International	10

2.3. Demonstration Teacher -10

To consider only the certificate with the highest points (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8
International	10

2.4. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended (5) Only those sanctioned by DepEd with Memoranda/Advisory will be considered.



⊕ Balilahan, Mabua, Tandag City, Surigao del Sur, 8300⊕ (086) 211-3225







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Level	Points
School	0.5
(at least 3 training activities each conducted in at least 3 days)	
District	1
(at least 3 training activities each conducted in at least 3 days)	
Division	2
(at least 3 training activities each conducted in at least 3 days)	
Regional	3
(at least 3 training activities each conducted in at least 3 days)	
National	4
(at least 1 training activities each conducted in at least 3 days)	
International	5
(at least1 training activities each conducted in at least 3 days)	

2.5. Publication (5)

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

3. Community Development - 10

Outreach Activity.

Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials/city/province/municipality.

Level	No. of times	Points
School	4	6
District/Barangay/Municipality	4	8
Division/City /Province	2	8
Region	2	10

4. Professionalism/Personal characteristics - 10

(refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100







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OUTSTANDING MASTER TEACHER

(Elementary and Secondary)

1. Instructional Competence (45)

1.1. Teaching Competence (average for the latest 3 rating period) - 20

Rating	Points
5	20
4.9	19
4.8	18
4.7	17
4.6	16
4.5	15

Rating	Points
4.4	14
4.3	13
4.2	12
4.1	11
4.0	10
3.9	9

Rating	Points
3.8	8
3.7	7
3.6	6
3.5	5

1.2. Outstanding Accomplishment (5)

Outstanding employee or coach or trainer of winning students in the different competitions. To consider only the certificate with the highest points.

Rank	Points			
Rank	District Level	Division Level	Regional Level	National Level
1 st	3	6	10	15
$2^{\rm nd}$	2	4	8	13
3 rd	1	3	7	12

1.3. Creative and Innovation - 10

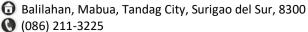
Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by SDS

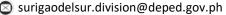
Stages of Implementation	Points
Conceptualized	2
Started the implementation	3
Fully implemented in the school	5
Adopted in the district	6
Adopted in the division	10

1.4. Research - 10

Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10











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2. Professional Growth (35)

2.1. Education (5)

Educational Level	Points
With MA Units	1
Completed Academic Requirements in a Master's degree	2
Master's Degree	3
Completed Academic Requirements in a doctoral degree	4
Doctoral degree holder	5

2.2. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 5) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	0.5
District	1
Division	2
Region	3
National	4
International	5

2.3. Demonstration Teacher (5)

To consider only the certificate with the highest points (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	0.5
District	1
Division	2
Region	3
National	4
International	5

2.4. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended – 5

Only those sanctioned by DepEd with Memoranda/Advisory will be considered.







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Level	Points
School	0.5
(at least 3 training activities each conducted in at least 3 days)	
District	1
(at least 3 training activities each conducted in at least 3 days)	
Division	2
(at least 3 training activities each conducted in at least 3 days)	
Regional	3
(at least 3 training activities each conducted in at least 3 days)	
National	4
(at least 1 training activities each conducted in at least 3 days)	
International	5
(at least1 training activities each conducted in at least 3 days)	

2.5. Publication (5)

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

3. Community Development - 10

3.1. Outreach Activity - 5

Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division, or regional officials/city/province/municipality.

Level	No. of times	Points
School	3	3
District/Barangay/Municipality	2	3
Division/City /Province	1	4
Region	1	5







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3.2. Networking/Linkages - 5

Served as instrument for sourcing of funds and other donations in kind for classroom and/or school facilities and/or activities properly documented with narrative and pictorial reports attested by immediate supervisors, division or regional officials.

Estimated Amount of Donations (Cash or Kind)	Points
50,000 and above	5
31,000 to 49,999.99	4
21,000 to 30,999.99	3
11,000 to 20,999.99	2
1,000 to 10,999.99	1

4. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100





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OUTSTANDING SPECIAL EDUCATION TEACHER

(Elementary)

Basic Requirement: SPED Teacher handling any of the following classes:

a.	Slow learners	b.	Mental retardation
c.	Autism	d.	Intellectual disability
e.	Hearing impairment	f.	Learning disability
g.	Visual impairment	h.	Fast Learner

- 1. Instructional Competence and Teaching Effectiveness 90
 - 1.1. Outstanding contribution in the Special Education Program 35
 - 1.1.1. Introduced/tried out effective approach or innovations in teaching which contributed to the improvement of instruction in meeting the needs of special children 10

Stages of Implementation	Points
Conceptualized	6
Started the implementation	7
Fully implemented in the school	8
Adopted in the district	9
Adopted in the division	10

1.1.2. Written /produced Instructional Materials (IMs) in SPED such as modules, equipment/teaching devices, technical paper/publications – 10

Level	Points
School	5
District	7
Division	8
Region	9
National	10

- 1.1.3. a. Organized/trained socio-cultural activities (i.e. choral group, dance troupe, theater and drama, arts club, & the like) 5
 - b. Students trained presented during programs/activities 5

Level	Points
School	1
District	2
Division	3
Region	4
National	5







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- 1.1.4. Graduates (record of number of batches or names of successful graduates in either elementary/secondary level) 5
- 1.2. Leadership 30
 - 1.2.1. Coordinated the organization of classes/implementation of SPED program 5

Level	Points
School	3
District	4
Division	5

1.2.2. Participated in-service training programs related to SPED – 10 Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	0.5
(at least 3 training activities each conducted in at least 3 days)	
District	1
(at least 3 training activities each conducted in at least 3 days)	
Division	2
(at least 3 training activities each conducted in at least 3 days)	
Regional	3
(at least 3 training activities each conducted in at least 3 days)	
National	4
(at least 1 training activities each conducted in at least 3 days)	
International	5
(at least 1 training activities each conducted in at least 3 days)	

1.2.3. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points - 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	0.5
District	1
Division	2
Region	3
National	4





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- 1.2.4. Participated in community programs/projects for the development of the learners in their area of interests 5
- 1.3. Continuous and Dedicated Service 20
 - 1.3.1. Rendering continuous and dedicated service in SPED teaching 10

No. of Year	Points
3 - 4.9	2
5 - 6.9	4
7 - 8.9	6
9 - 9.9	8
10 and above	

1.3.2. Rated as SPES Teacher with at least very satisfactory performance rating for the three (3) years – 10

Average Rating	Points
5.0	10
4.6 – 4.9	9
4.2 – 4.5	8
3.8 – 4.1	7
3.5 – 3.8	6

1.4. Professional Advancement - 5

Educational Level	Points
With MA Units	1
Completed Academic Requirements in a Master's degree	2
Master's Degree	3
Completed Academic Requirements in a doctoral degree	4
Doctoral degree holder	5

2. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100







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SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING SCHOOL PRINCIPAL

(Elementary and Secondary)

- 1. Managerial Competence 45
 - 1.1. Level of School-Based Management Practice 10

Level of Practice	Points	
	Regional	Division
Level 3	10	4
Level 2	8	3
Level 1	5	2

1.2. Participation Rate (of the school managed in the previous school year) - 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99%	1

1.3. Overall MPS of the school's National Achievement Test/Overall MPS of the school in NAT was not administered (of the school managed in the previous school year) – 5

Range	Points
75% & above	5
70% to 74.99%	4
60% to 69.99%	3
50% to 59.99%	2
40% to 49.99%	1

1.4. Completion Rate administered (of the school managed in the previous school year) – 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99%	1





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1.5. Dropout Rate administered (of the school managed in the previous school year) – 5

Range	Points
0	5
1% - 2.5%	4
2.6% - 4.5%	3
4.6% - 6.5%	2
6.6% - 8.5%	1

1.6. PhilIRI Results of specific grade level - 5

(Grade 2 pupils for elementary & Grade 7 students for secondary of the School Year duly signed by the School Reading Coordinator, School Principal and the District Supervisor)

% Increase (Pre-Post	Points
Comparison)	
91% & above	5
81% to 90.99%	4
71% to 80.99%	3
60% to 72.99%	2
50% to 60.99%	1

1.7. Reading Activities (in any modalities) strategized and implanted in the school which contributed to Sulong Edukalidad goals. -5

Activities	Points
3 or reading activities	
Implemented/Conducted in the school with	5
Activity Completion Report with emphasis on	3
significant results	
2 reading activities	
Implemented/Conducted in the school with	4
Activity Completion Report with emphasis on	-
significant results	
1 reading activities	
Implemented/Conducted in the school with	2
Activity Completion Report with emphasis on	4
significant results	

1.8. Transparency and liquidation – 5

Updated transparency Board - 2.5

Liquidated monthly MOOE of the school for the last five months (JAN- MAY) not later than $10^{\rm th}$ day of the succeeding month – 2.5







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- 2. Professional Competence (45)
 - 2.1. Average rating for the latest 3 rating periods 10

Rating	Points	Rating	Points
4.9 – 5.0	10	4.1 - 4.2	6
4.7 – 4.8	9	3.9 – 4.0	5
4.5 – 4.6	8	3.7 - 3.8	4
4.3 – 4.4	7	3.5 – 3.6	3

2.2. Research and creative outputs, re-entry projects after attendance to seminars, conferences, and workshops – 5

		_
Level	Items	Points
National	2	5
Region	4	4
Division	4	3
District	4	2
School	4	1

2.3. Training and workshops organized -5

Must be attached with Activity Completion Report duly signed by the district Supervisors.

Level	Points
National	5
Region	4
Division	3
District	2
School	1

2.4. Published supplementary materials, articles, references, and other papers–

Level	Items	Points
National	2	5
Region	4	4
Division	4	3
District	4	2
School	4	1

2.5. Professional Advancement – 5

Level	Points
Doctor degree	5
CAR in doctoral Degree	4
Master's Degree	3
CAR in MA	2







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2.6. Scholarship awarded in partnership with DepEd- 10

Must be attached with Re-entry Action Plan (REAP) Implementation Report

Level	Points
International	10
National	5
Local	2

2.7. Awards, distinction received - 5

Level	Points
International	5
National	4
Region	3
Division	2
District	1
School	0.5

3. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100







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OUTSTANDING HEAD TEACHER/TIC

(Elementary and Secondary)

- 1. Managerial Competence 45
 - 1.1. Level of School-Based Management Practice 10

Level of Practice	Points		
	Regional	Division	
Level 3	10	4	
Level 2	8	3	
Level 1	5	2	

1.2. Participation Rate (of the school managed in the previous school year) - 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99%	1

1.3. Overall MPS of the school's National Achievement Test/Overall MPS of the school in NAT was not administered (of the school managed in the previous school year) – 5

Range	Points
75% & above	5
70% to 74.99%	4
60% to 69.99%	3
50% to 59.99%	2
40% to 49.99%	1

1.4. Completion Rate administered (of the school managed in the previous school year) – 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99%	1





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1.5. Dropout Rate administered (of the school managed in the previous school year) – 5

Range	Points	
0	5	
1% - 2.5%	4	
2.6% - 4.5%	3	
4.6% - 6.5%	2	
6.6% - 8.5%	1	

1.6. PhilIRI Results of specific grade level - 5

(Grade 2 pupils for elementary & Grade 7 students for secondary of the School Year duly signed by the School Reading Coordinator, School Principal and the District Supervisor)

% Increase (Pre-Post	Points
Comparison)	
91% & above	5
81% to 90.99%	4
71% to 80.99%	3
60% to 72.99%	2
50% to 60.99%	1

1.7. Reading Activities (in any modalities) strategized and implanted in the school which contributed to Sulong Edukalidad goals. -5

Activities	Points	
3 or reading activities		
Implemented/Conducted in the school with	5	
Activity Completion Report with emphasis on	3	
significant results		
2 reading activities		
Implemented/Conducted in the school with	4	
Activity Completion Report with emphasis on		
significant results		
1 reading activities		
Implemented/Conducted in the school with	2	
Activity Completion Report with emphasis on	4	
significant results		

1.8. Transparency and liquidation – 5

Updated transparency Board - 2.5

Liquidated monthly MOOE of the school for the last five months (JAN- MAY) not later than $10^{\rm th}$ day of the succeeding month – 2.5









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- 2. Professional Competence (45)
 - 2.1. Average rating for the latest 3 rating periods 10

Rating	Points	Rating	Points
4.9 – 5.0	10	4.1 - 4.2	6
4.7 – 4.8	9	3.9 – 4.0	5
4.5 – 4.6	8	3.7 - 3.8	4
4.3 – 4.4	7	3.5 – 3.6	3

2.2. Research and creative outputs, re-entry projects after attendance to seminars, conferences, and workshops – 5

		_
Level	Items	Points
National	2	5
Region	4	4
Division	4	3
District	4	2
School	4	1

2.3. Training and workshops organized -5

Must be attached with Activity Completion Report duly signed by the district Supervisors.

Level	Points
National	5
Region	4
Division	3
District	2
School	1

2.4. Published supplementary materials, articles, references, and other papers-

Level	Items	Points
National	2	5
Region	4	4
Division	4	3
District	4	2
School	4	1

2.5. Professional Advancement – 5

Level	Points
Doctor degree	5
CAR in doctoral Degree	4
Master's Degree	3
CAR in MA	2







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

2.6. Scholarship awarded in partnership with DepEd- 10

Must be attached with Re-entry Action Plan (REAP) Implementation Report

Level	Points
International	10
National	5
Local	2

2.7. Awards, distinction received - 5

Level	Points		
International	5		
National	4		
Region	3		
Division	2		
District	1		
School	0.5		

3. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING MULTIGRADE TEACHER

(Elementary and Secondary)

1. Experience as Multigrade Teacher - 20

No. of Year	Points
3 - 4.99	2
5 - 6.99	4
7 - 8.99	6
9 and above	8

- 2. Instructional Competence (55)
 - 2.1. Teaching Competence (average for the latest 3 rating period) 20

Rating	Points
5	20
4.9	19
4.8	18
4.7	17
4.6	16
4.5	15

Rating	Points
4.4	14
4.3	13
4.2	12
4.1	11
4.0	10
3.9	9

Rating	Points
3.8	8
3.7	7
3.6	6
3.5	5

2.2. Outstanding Accomplishment (20)

Outstanding employee or coach or trainer of winning students in the different competitions. To consider only the certificate with the highest points.

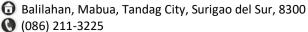
Rank	Points			
Nank	District Level	Division Level	Regional Level	National Level
1 st	5	10	15	20
2^{nd}	3	8	13	18
3 rd	1	7	12	17

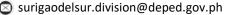
2.3. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10











Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

2.4. Publication/Authorship - 5

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

3. Professional Growth

3.1. Education (5)

Educational Level	Points
With MA Units	1
Completed Academic Requirements in a Master's degree	2
Master's Degree	3
Completed Academic Requirements in a doctoral degree	4
Doctoral degree holder	5

3.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended - 10

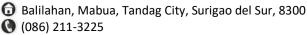
Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	1
(at least 3 training activities each conducted in at least 3 days)	
District	2
(at least 3 training activities each conducted in at least 3 days)	
Division	4
(at least 3 training activities each conducted in at least 3 days)	
Regional	6
(at least 3 training activities each conducted in at least 3 days)	
National	8
(at least 1 training activities each conducted in at least 3 days)	
International	10
(at least1 training activities each conducted in at least 3 days)	

4. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100











Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING ALS MOBILE TEACHER

- 1. Occupational Competence 70
 - 1.1. Outstanding Competence 70
 - 1.1.1. Plan activities that are responsive to the needs and problems of the community 5
 - 1.1.2. Initiated literacy program/projects 10

Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

- 1.1.3. Published articles on ALS program/projects (1 per article) 5
- 1.1.4. Served as a Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8
International	10

1.1.5. Develop community-based learning materials – 10

Indicators	Points
Conceptualized LMs	4
Developed LMs	5
Utilized in the learning center	6
Adopted in the district	8
Adopted in the division	10

- 1.1.6. Established functional data-based at the district/school level 5
- 1.1.7. Conducted action research on community-based programs/project 5
- 1.1.8. Percentage increase of A and E passers from the previous SY-15







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

- 1.1.9. Percentage increase of ALS enrolment (basic, functional, A and E -5)
- 2. Professional Advancement 20
 - 2.1. Education attainment 5

Level	Points
With MA units	1
With CAR in MA	2
MA degree holder	3
With doctoral units	4
Doctor degree	5

2.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended – 5

Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	0.5
(at least 3 training activities each conducted in at least 3 days)	
District	1
(at least 3 training activities each conducted in at least 3 days)	
Division	2
(at least 3 training activities each conducted in at least 3 days)	
Regional	3
(at least 3 training activities each conducted in at least 3 days)	
National	4
(at least 1 training activities each conducted in at least 3 days)	
International	5
(at least1 training activities each conducted in at least 3 days)	

2.3. Outstanding Accomplishment (10)

Outstanding employee or coach or trainer of winning students in the different competitions. To consider only the certificate with the highest points.

Rank	Points			
Kalik	District Level	Division Level	Regional Level	National Level
1 st	4	7	8.5	10
2 nd	3	6	8	9.5
3 rd	1	5	7.5	9

3. Professionalism/Personal characteristics (10)

(refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100



⊕ Balilahan, Mabua, Tandag City, Surigao del Sur, 8300⊕ (086) 211-3225







Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING PUBLIC SCHOOLS DISTRICT SUPERVISOR

1. Managerial Competence - 30

1.1. Performance Average Numerical Rating for the last three rating periods – 20

Rating	Points	Rating	Points
5	20	4.5	10
4.9	18	4.4	8
4.8	16	4.3	6
4.7	14	4.2	4
4.6	12	4.1	2

1.2. Instructional Supervision - 10

No. of Instructional Supervision (IS) and Technical Assistance (TA) conducted to school heads relative to Sulong Edukalidad, particularly on ensuring that all learners are functional readers from the previous and current school year. Must be supported with Instructional Supervisory Plan and Technical Assistances reports duly signed by the Schools Division Superintendent.

1 3 6 3	_
No. of IS and TA conducted	Points
9-10 instances at least 5 schools	10
7-8 instances at least 4 schools	8
5-6 instances at least 3 schools	6
4-5 instances at least 3 schools	4
2-3 instances at least 3 schools	2

2. Outstanding Accomplishment

2.1.Outstanding Employee Award/Leadership om Organization -5
To consider only the certificate with the highest points

5	
Level	Points
School	1
District	2
Division	3
Region	4
National	5

2.2. Creative and Innovation (10)

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by SDS

Stages of Implementation	Points
Conceptualized	2
Started the implementation	3



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Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR

_	***************************************	
I	Fully implemented in the school	4
Ι	Adopted in the district	6
Ι	Adopted in the division	8
I	Adopted in the region	10

2.3. Research and Development Practices - 10

Level	Items	Points
National	2	5
Region	4	4
Division	4	3
District	4	2
School	4	1

2.4. Publication - 5

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

2.5. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8

3. Education and Training – 10

3.1. Education - 5

Level	Points
Doctoral degree	5
CAR in doctoral degree	3







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

3.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended – 5

Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
District	1
Division	2
Regional	3
National	4
International	5

4. Community Development -10

Outreach Activity

Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division, or regional officials/city/province/municipality.

Level	No. of times	Points
School	4	6
District/Barangay/Municipality	4	8
Division/City /Province	2	8
Region	2	10

5. Professionalism/Personal characteristics -10

(refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING NON-TEACHING LEVEL 1

(School and Division Level)

This is open to all Non-teaching personnel from schools, districts, and division offices with salary grade 9 and below.

1. Performance Rating - 45

Performance Average Numerical Rating for the last three rating periods.

Rating	Points	Rating	Points
4.9 – 5.0	45	4.1 – 4.29	36
4.7 – 4.89	43	3.9 – 4.09	34
4.5 – 4.69	40	3.7 – 3.89	32
4.3 – 4.49	38	3.5 – 3.69	30

2. Awards Received - 5

Gawad Agad certificate is given a point, but not to exceed an accumulated 2 points.

Level	Points
School	1
District	2
Division	3
Regional	5

3. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

	3
Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

4. Professional Advancement - 25

4.1. Education attainment – 5

Level	Points
With MA units	1
With CAR in MA	2
MA degree holder	3
With doctoral units	4
Doctor degree	5











Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

4.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended – 10

Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	1
(at least 3 training activities each conducted in at least 3 days)	
District	2
(at least 3 training activities each conducted in at least 3 days)	
Division	4
(at least 3 training activities each conducted in at least 3 days)	
Regional	6
(at least 3 training activities each conducted in at least 3 days)	
National	8
(at least 1 training activities each conducted in at least 3 days)	
International	10
(at least1 training activities each conducted in at least 3 days)	

4.3. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8
International	10

4.4. Publication (5)

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

5. Community Development - 5
Outreach Activity.







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials/city/province/municipality.

Scope of Implementation	Points
School	2
District/Barangay/Municipality	3
Division/City /Province	4
Regional	5

6. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100





Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING NON-TEACHING LEVEL 2

(School and Division Level)

This is open to all Non-teaching personnel from schools, districts, and division offices with salary grade 10 to 21.

1. Performance Rating - 30

Performance Average Numerical Rating for the last three rating periods.

Rating	Points	Rating	Points
4.9 – 5.0	30	4.1 – 4.29	22
4.7 – 4.89	28	3.9 – 4.09	20
4.5 – 4.69	26	3.7 – 3.89	18
4.3 – 4.49	24	3.5 – 3.69	16

2. Awards Received - 5

Gawad Agad certificate is given a point, but not to exceed an accumulated 2 points.

Level	Points
School	1
District	2
Division	3
Regional	5

3. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

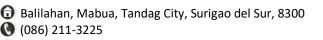
Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

4. Professional Advancement - 35

4.1. Education attainment - 10

Level	Points
At least 18 MA Units	2
At least 27 MA Units	3
At least 36 MA Units	4
With CAR in MA	6
Master's degree	8
CAR in doctoral degree	9
Doctoral degree	10











Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

4.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended – 10

Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	1
(at least 3 training activities each conducted in at least 3 days)	
District	2
(at least 3 training activities each conducted in at least 3 days)	
Division	4
(at least 3 training activities each conducted in at least 3 days)	
Regional	6
(at least 3 training activities each conducted in at least 3 days)	
National	8
(at least 1 training activities each conducted in at least 3 days)	
International	10
(at least1 training activities each conducted in at least 3 days)	

4.3. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	1
District	2
Division	3
Region	5
National	8
International	10

4.4. Publication (5)

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

5. Community Development - 5

Outreach Activity.

Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials/city/province/municipality.

Scope of Implementation	Points
School	2
District/Barangay/Municipality	3
Division/City /Province	4
Regional	5

6. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100





Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING EDUCATION PROGRAM SUPERVISOR (DIVISION LEVEL)

- 1. Managerial Competence 30
 - 1.1. Performance Average Numerical Rating for the last three rating periods 20

Rating	Points	Rating	Points
5	20	4.5	10
4.9	18	4.4	8
4.8	16	4.3	6
4.7	14	4.2	4
4.6	12	4.1	2

1.2. Instructional Supervision – 10

No. of Instructional Supervision (IS) and Technical Assistance (TA) conducted to school heads relative to Sulong Edukalidad, particularly on ensuring that all learners are functional readers from the previous and current school year. Must be supported with IS and TA reports duly signed by the schools division superintendent.

No. of IS and TA provided re: ensuring all	Points
learners are independent readers	
8-10 times conducted/provided to all least five schools	10
6-7 times conducted/provided to all least four schools	8
4-5 times conducted/provided to all least three schools	6
1-3 times conducted/provided to all least two schools	4

2. Outstanding Accomplishment

2.1. Outstanding Employee Award / Leadership in Organization – 5
To consider only the certificate with the highest points.

Level	Points
School	1
District	2
Division	3
Region	4
National	5







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

2.2. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

	. 3
Stages of Implementation	Points
Conceptualized	2
Started the implementation	3
Fully implemented in the school	4
Adopted in the district	6
Adopted in the division	8
Adopted in the regional	10

2.3. Research and Development Practices - 10

	-	
Level	Items	Points
National	2	10
Region	4	8
Division	4	6
District	4	4
School	4	2

2.4. Publication (5)

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

2.5. Consultant/Resource Speaker / Facilitator/ Discussant/Lecturer in training/seminars/workshops. To consider only the certificate with the highest points 10) (Must enclose Memorandum, Activity Matrix, and Certificate of Recognition.)

Level	Points
School	2
District	4
Division	6
Region	8
National	10





Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

- 3. Education and Training 10
 - 3.1. Education 5

Level	Points
Doctor degree	5
CAR in doctoral Degree	3

3.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended (5) Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	0.5
(at least 3 training activities each conducted in at least 3 days)	
District	1
(at least 3 training activities each conducted in at least 3 days)	
Division	2
(at least 3 training activities each conducted in at least 3 days)	
Regional	3
(at least 3 training activities each conducted in at least 3 days)	
National	4
(at least 1 training activities each conducted in at least 3 days)	
International	5
(at least1 training activities each conducted in at least 3 days)	

4. Community Development - 5

Outreach Activity.

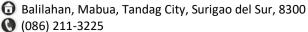
Outreach programs/activities initiated/ participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials/city/province/municipality.

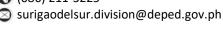
Scope of Implementation	Points
School	2
District/Barangay/Municipality	3
Division/City /Province	4
Regional	5

5. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100











Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

OUTSTANDING IPED TEACHER

1. Experience as Multigrade Teacher - 20

No. of Year	Points
3 - 4.99	2
5 - 6.99	4
7 - 8.99	6
10 and above	8

- 2. Instructional Competence (55)
 - 2.1. Teaching Competence (average for the latest 3 rating period) 20

Rating	Points
5	20
4.9	19
4.8	18
4.7	17
4.6	16
4.5	15

Rating	Points
4.4	14
4.3	13
4.2	12
4.1	11
4.0	10
3.9	9

Rating	Points
3.8	8
3.7	7
3.6	6
3.5	5

2.2. Outstanding Accomplishment (20)

Outstanding employee or coach or trainer of winning students in the different competitions. To consider only the certificate with the highest points.

Rank	Points			
Kalik	District Level	Division Level	Regional Level	National Level
1 st	5	10	15	20
2 nd	3	8	13	18
3 rd	1	7	12	17

2.3. Creative and Innovation - 10

Innovative and creative work plan, module, or instructional material properly documented and approved by immediate supervisors and attested by division.

Stages of Implementation	Points
Conceptualized Learning Resource	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10







Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

2.4. Publication/Authorship - 5

Nature of Publication	Points
Articles published in a school organ/newsletter (Per article	1
but not exceed 5 pts.)	
Articles published in a journal/newsletter/	2
Magazine of wide circulation (Per article but not to	
Co-authorship of a book	4
Sole authorship of a book	5

3. Professional Growth

3.1. Education (5)

Educational Level	Points
With MA Units	1
Completed Academic Requirements in a Master's degree	2
Master's Degree	3
Completed Academic Requirements in a doctoral degree	4
Doctoral degree holder	5

3.2. Trainings/Seminars/Workshop/Conferences/Webinars/Online Courses attended - 10

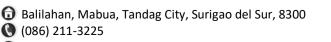
Only those sanctioned by DepEd with Memoranda/Advisory will be considered.

Level	Points
School	1
(at least 3 training activities each conducted in at least 3 days)	
District	2
(at least 3 training activities each conducted in at least 3 days)	
Division	4
(at least 3 training activities each conducted in at least 3 days)	
Regional	6
(at least 3 training activities each conducted in at least 3 days)	
National	8
(at least 1 training activities each conducted in at least 3 days)	
International	10
(at least1 training activities each conducted in at least 3 days)	

4. Professionalism/Personal characteristics - 10 (refer to Enclosure No. 4 Professional & Personal Characteristics Rating Sheet to be filled-up by the immediate head)

TOTAL = 100









Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 4 to Division Memorandum No. 390, s. 2020

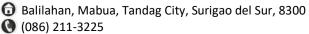
RATING SHEET for PROFESSIONALISM & PERSONAL CHARACTERISTICS

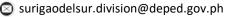
Name of Nominee	:
School	:
District	:
Category	:
Name of Immediate	Supervisor:

Directions: Put a check (\checkmark) on the space provided for if the nominee exhibits the following indicators AT ALL TIMES otherwise put an (x).

	INDICATORS	
Α.	Manifested genuine enthusiasm and pride in the nobility of teaching/related teaching profession	
1.	Demonstration punctuality at all times	
2.	Participate activity in all office activities	
3.	Attend in all required seminars and trainings for professional development	
4.	Gets involved in all school programs and projects/office activities as required	
5.	Communicate the DepEd vision, mission, and core values to stakeholders	
В.	Observe and demonstrates desirable personal and professional (RA 6731) and Code of Ethics RA 786) behaviors like respect, honesty, dedication, patriotism and genuine for others at all times.	
1.	Maintains stature and behavior worthy of respect and emulation	
2.	Respects the privacy of co-workers, does not spread office gossips or rumors	
3.	Gives honest remarks and constructive feedback and is generous enough to give credits due to co-workers	
4.	Provides honest and constructive feedback and is generous enough to give credits due to co-workers	
5.	Is honest, upright and trustworthy in all his/her dealings with all people	
6.	Serves beyond working hours to be able to meet organizational goals and objectives	
7.	Performs jobs cheerfully and with much positivism exceeding expectations of superiors as to work outputs	
8.	Observes at all times loyalty to the republic and to the Filipino people, promotes use the locally produced goods, resources and technology and encourages, appreciation and pride of country and people	
9.	Extends prompts and adequate services to the public	











Department of Education

Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

	N/	
C.	Maintains harmonious relation with superiors, colleagues,	
	subordinates, learners, parents, and other stakeholders	
1.	Respects authority and is able to work harmoniously with superiors	
	and colleagues	
2.	Maintains good working relationship with co-working, parents and	
	stakeholders	
3.	Performs well whether as a team leader or member	
D.	Maintains good reputation with respect to financial matters such as	
	the settlement of his/her debts, loans, and other financial	
	affairs/liabilities	
1.	Discloses personal financial interest as well as that of spouse and	
	other minor children exercising proper discretion	
2.	Settles loans and other financial affairs on time	
3.	Has not been subjected to any complaint/charged administratively	
	relative to financial matters	
	NO. OF CHECKS (✔)	
	TOTAL POINTS = NO OF CHECKS (x) (0.5)	

Rated by:	
	Signature over printed name of the immediate head
	 Date







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Caraga Region SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 5 to Division Memorandum No. 390, s. 2020 (sample for outstanding Teacher)

CONSOLIDATED RATING SHEET

Pagpasidungog sa Pinakamadayaw Award 20___ (Calendar Year)

Criteria/Indicators Maximum Points Points gained per indicator	Category:					
Instructional Competence (45pts) Professional Growth (35pts) Community Development (10pts) Professionals m & Personal Characteristics (10pts) Professional Research Professional Authorship Service (10pts) Points Nominee 1 Nominee 1 Nominee 2 3 Rominee 1 2 3 Rominee 1 Nominee 1 Nominee 2 3 Rominee 1 Nominee 1 2 3 Instructional 20 Competence Outstanding 10 Recource Speakership 10 Resource Speakership 10 Training Programs attended	Criteria/Indicators		Morrimum	Points gained per indicator		
Teaching				Nominee		
Instructional Competence Outstanding Accomplishment 10 Creativity & 10 Innovation Research 5 Professional Growth (35pts) Community Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Competence 20 Outstanding 10 In Demo Teaching 10 Research 5 Professional 5 Demo Teaching 10 Resource Speakership 10 Training Programs attended 10 Outreach 10 Personality 5 Potential 5 Potential 5 Potential 5 Outstanding 10 In Demo Teaching 10 Resource Speakership 5 In Demo Teaching 10 Resource Speakership 10 In Demo Teaching 10 In Demo Teaching 10 Resource Speakership 10 In Demo Teaching 10 In Demo Teaching 10 Resource Speakership 10 In Demo Teaching 1			1 011103	1	2	3
Competence (45pts) Accomplishment 10 (45pts) 10 10 Research 5 5 Professional Advancement 5 Advancement Demo Teaching 10 Resource Speakership (35pts) Training Programs attended 5 Authorship 5 Authorship Community Development (10pts) Outreach 10 Professionalis m & Personal Characteristi cs (10pts) Potential 5		_	20			
Innovation Research 5			10			
$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	(45pts)	ı	10			
$ \begin{array}{c} \text{Advancement} & 5 \\ \text{Demo Teaching} & 10 \\ \text{Resource} & 10 \\ \text{Speakership} & 5 \\ \text{Training Programs} & 5 \\ \text{attended} & 5 \\ \text{Authorship} & 5 \\ \end{array} $		Research	5			
Professional Growth (35pts) Resource Speakership 10 Training Programs attended Authorship 5 Community Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Potential 5 Resource Speakership 10 To development 10 Outreach 10 Personality 5 Potential 5			5			
Growth (35pts) Resource Speakership 10 Training Programs 5 attended Authorship 5 Community Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Resource Speakership 10 To descript 10 To descript 10 Personality 5 Potential 5 Potential 5	Dua fa a ai a u a 1	Demo Teaching	10			
Training Programs attended Authorship 5 Community Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Training Programs 5 attended Authorship 5 Potential 5 Potential 5	Growth		10			
Community Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Outreach 10 Fersonality 5 Potential 5			5			
Development (10pts) Professionalis m & Personal Characteristi cs (10pts) Outreach 10 Fersonality 5 Potential 5		Authorship	5			
m & Personal Characteristi cs (10pts) Personality 5 Potential 5	Development	Outreach	10			
cs (10pts)	m & Personal Characteristi	Personality	5			
TOTAL POINTS 100		Potential	5			
TOTAL FOINTS 100	TOTAL POINTS		100			

Reviewed by:	PRAISE COMMITTEE	
		_
		-
Noted by:		
	PRAISE CHAIRPERSON	
Approved by:	PSDS/DIC	







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Enclosure No. 7 to Division Memorandum No. 390, s. 2020

DOCUMENTARY REQUIREMNTS

- 1. Nomination Form
- 2. Omnibus Certification of Authenticity and Veracity of Documents
- 3. Rating Sheet for Professionalism and Personal Characteristics
- 4. Service Record (updated)
- 5. Personal Data Sheet (CSC Form 212 Revised 2017)
- 6. Certificate of No Pending Case
- 7. Performance Rating (latest 3 ratings period)
- 8. Certificates and other supporting documents

Enclosure No. 8 to Division Memorandum No. _____, s. 2020

SCHEDULE OF ACTIVITIES

Activity	Schedule
Deadline of Submission of District Nomination	November 27, 2020
Evaluation of Documents	December 1-11, 2020
Announcement of Qualifiers	December 14, 2020
Validation of the Qualifiers' Documents	December 15-16, 2020
Interview of the Finalists	December 17-18, 2020
Awarding Ceremony	December 2020







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Enclosure No. 9 to Division Memorandum No. 390, s. 2020

PAGPASIDUNGOG SA PINAKAMADAYAW AWARD SCREENING COMMITTEE BY CATEGORY

INDIVIDUAL AWARD CATEGORY	FOCAL PERSON/S
Outstanding Teacher (Elementary) Outstanding Teacher (Secondary	Chair: Regina Euann A. Puerto - Bryan L. Arreo - Alex S. Mistula
Outstanding Master Teacher (Elementary) Outstanding Master Teacher (Secondary)	Chair: Camela G. Lerio - Voltair C. Asildo - Marieto Cleben V. Lozada
Outstanding Special Education Teacher	Chair: Analiza G. Doloricon - Elnie Anthony P. Barcena - Osias N. Manlucob, Jr.
Outstanding Multigrade Teacher	Chair: Marilyn V. Quinto - Ucille P. Galvez - Von Jason A. Casa
Outstanding ALS Mobile Teacher	Chair: Alexander D. Dapar, Jr Romeo L. Lepardo - Jayson M. Orozco
Outstanding School Principal (Elementary) Outstanding School Principal (Secondary)	Chair: Edna E. Trinidad - Rufino T. Reyes - Glee Cris S. Urbiztondo
Outstanding Head Teacher/TIC (Elementary) Outstanding Head Teacher/TIC (Secondary)	Chair: Antonio V. Salazar - Encarnacion M. Padua - Erlyn G. Mangadlao
Outstanding Public Schools District Supervisor	Chair: Celsa A. Casa - Carlos Tian Chow C. Correos - Jhun Clifford P. Reyna (Secretariat)
Outstanding Non-Teaching- Level 1 Employee (Division and District)	Chair: Megenila C. Guillen - Eleazar . Lagundino - Eppie P. Cabrera - June C. Guerra (Secretariat)
Outstanding Non-Teaching- Level 2 Employee (Division and District)	Chair: Liza M. Guingguing - Shirlene S. Crabajales - Jovixson B. Dalura
Outstanding IPEd Teacher	Chair: Danilo T. Alcantara - Leopardo P. Cortes, Jr. - Joel M. Mariano (Secretariat)
Outstanding Education Program Supervisor	Chair: Elvira S. Urbiztondo - Mary Luz B. Advincula-Niere - Joanne H. Balan (Secretariat)







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PAGPASIDUNGOG SA PINAKAMADAYAW AWARD INTERVIEW COMMITTEE BY CATEGORY

INDIVIDUAL AWARD CATEGORY	FOCAL PERSON/S
Outstanding Teacher (Elementary) Outstanding Teacher (Secondary	Chair: Camela G. Lerio - Voltair C. Asildo - Marieto Cleben V. Lozada
Outstanding Master Teacher (Elementary) Outstanding Master Teacher (Secondary)	Chair: Megenila C. Guillen - Eleazar. Lagundino - Eppie P. Cabrera - June C. Guerra (Secretariat)
Outstanding Special Education Teacher	Chair: Marilyn V. Quinto - Ucille P. Galvez - Von Jason A. Casa
Outstanding Multigrade Teacher	Chair: Danilo T. Alcantara - Leopardo P. Cortes, Jr. - Joel M. Mariano (Secretariat)
Outstanding ALS Mobile Teacher	Chair: Antonio V. Salazar - Encarnacion M. Padua - Erlyn G. Mangadlao
Outstanding School Principal (Elementary) Outstanding School Principal (Secondary)	Chair: Regina Euann A. Puerto - Bryan L. Arreo - Alex S. Mistula
Outstanding Head Teacher/TIC (Elementary) Outstanding Head Teacher/TIC (Secondary)	Chair: Alexander D. Dapar, Jr Romeo L. Lepardo - Jayson M. Orozco
Outstanding Public Schools District Supervisor	Chair: Jasmin R. Lacuna, ASDS - Celsa A. Casa - Elvira S. Urbiztondo - Joanne H. Balan (Secretariat)
Outstanding Non-Teaching- Level 1 Employee (Division and District)	Chair: Liza M. Guingguing - Shirlene S. Crabajales - Jovixson B. Dalura
Outstanding Non-Teaching- Level 2 Employee (Division and District)	Chair: Jasmin R. Lacuna, ASDS - Edna E. Trinidad - Rufino T. Reyes - Glee Cris S. Urbiztondo
Outstanding IPEd Teacher	Chair: Analiza G. Doloricon - Elnie Anthony P. Barcena - Osias N. Manlucob, Jr.
Outstanding Education Program Supervisor	Chair: Jasmin R. Lacuna, ASDS - Celsa A. Casa - Elvira S. Urbiztondo



