

#### Department of Education

Region VI – Western Visayas SCHOOLS DIVISION OF CAPIZ

November 22, 2022

DIVISION MEMORANDUM No. 495, s. 2022

#### SEARCH FOR THE PASIDUNGOG 2022 AWARDEES

To: OIC, Office of the Assistant Schools Division Superintendent Chief Education Supervisors

Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/ OIC of the Districts
School Heads of Public Elementary, Secondary and
Integrated Schools

- 1. In consonance with DepEd Order No. 09, s. 2022 titled "Establishing the Program on Awards and Incentives for Excellence (PRAISE) in the Department of Education", and in compliance with the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) of the Civil Service Commission, the Schools Division of Capiz will hold the **Search for the Pasidungog 2022 Awardees.**
- 2. The search aims to inspire, encourage, appreciate, attract, reinforce, motivate, nurture, retain, engage, and bring out the best in our personnel through the establishment of an awards and incentives system.
- 3. This Office adheres to the existing general policy of non-discrimination based on gender identity, sexual orientation, disabilities, religion, and/or indigenous group membership in the selection of nominees and awardees.
- 4. The bases in determining the awardees will be their accomplishments covering the period from September 13, 2021 to August 21, 2022.
- 5. Deadline for the submission of all nominees (in all categories) with their corresponding documents to the Division Selection Committees will be on or before December 2, 2022.
- 6. The criteria, timeline, guidelines, and composition of the division selection committees for the awards are found in Enclosures 1, 2, 3 and, 4, respectively.
- 7. Immediate dissemination of and compliance with this Memorandum are desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. 2 9 5 s. 2022

#### A. OUTSTANDING KINDERGARTEN TO GRADE 3 TEACHERS (KEY STAGE 1) (Kindergarten to Grade 3 Teachers)

Category	Criteria	Weight
Outstanding	Academic Performance	15
Kindergarten Teacher	Performance Indicators	15
Outstanding Grade 1	Training Activities Attended	10
Teacher	Research Conducted	10
Outstanding Grade 2	Performance Rating for SY 2021-2022	10
Teacher	Acted as Trainer/ Resource Speaker/ Lecturer/ Demo	10
Outstanding Grade	Teacher/Voice Talent/Writer/Editor/Technical	
3Teacher	Committee/Illustrator/Layout Artist/	
	Recognition and Awards Received	10
	Curricular Innovations	10
	Attitude Towards Work, Peers, Superiors, and	10
	Subordinates	
	TOTAL	100

#### Table 1 - Academic Performance - 15%

### Kindergarten - Based on ECCD Checklist

Percentage of Average, Slightly Advanced and Advanced	Equivalent	Score	Percentage of Average, Slightly Advanced and Advanced	Equivalent	Score
100	100	15.00	87.00-87.99	87	13.05
99.00 - 99.99	99	14.85	86.00-86.99	86	12.90
98.00 - 98.99	98	14.70	85.00-85.99	85	12.75
97.00 - 97.99	97	14.55	84.00-84.99	84	12.60
96.00 - 96.99	96	14.40	83.00-83.99	83	12.45
95.00 - 95.99	95	14.25	82.00-82.99	82	12.30
94.00 - 94.99	94	14.10	81.00-81.99	81	12.15
93.00 - 93.99	93	13.95	80.00-80.99	80	12.00
92.00 - 92.99	92	13.80	79.00-79.99	79	11.85
91.00 - 91.99	91	13.65	78.00-78.99	78	11.70
90.00 - 90.99	90	13.50	77.00-77.99	77	11.55
89.00 - 89.99	89	13.35	76.00-76.99	76	11.40
88.00-88.99	88	13.20	75.00-75.99	75	11.25

#### Grade 1 to 3 -Based on the 2022 EOSY CRLA (Comprehensive Rapid Literacy Assessment)

MPS	Equivalent	Score	MPS	Equivalent	Score
100	100	15.00	87.00 - 87.99	87	13.05
99.00 - 99.99	99	14.85	86.00 - 86.99	86	12.90
98.00 - 98.99	98	14.70	85.00 - 85.99	85	12.75
97.00 - 97.99	97	14.55	84.00 - 84.99	84	12.60
96.00 - 96.99	96	14.40	83.00 - 83.99	83	12.45
95.00 - 95.99	95	14.25	82.00 - 82.99	82	12.30
94.00 - 94.99	94	14.1	81.00 - 81.99	81	12.15
93.00 - 93.99	93	13.95	80.00 - 80.99	80	12.00



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92.00 - 92.99	92	13.80	79.00 - 79.99	79	11.85	
91.00 - 91.99	91	13.65	78.00 - 78.99	78	11.7	
90.00 - 90.99	90	13.50	77.00 - 77.99	77	11.55	
89.00 - 89.99	89	13.35	76.00 - 76.99	76	11.40	
88.00 - 88.99	88	13.2	75.99 and below	75	11.25	

Table 2 - Performance Indicator - 15%

Performance Indicators	Performance	Rating
Drop-Out Rate - 5%	Zero	100
	0.01 - 1.00	90
	1.01 and more	80
Promotion Rate - 5%	95.00 -100	100
	85.00 - 94.99	90
	75.00 - 84.99	80
Repetition Rate - 5%	Zero	100
	0.01 - 1.00	90
	1.01 and more	80

Table 3 - Training Activities Attended - 10% (Approved by the Division Office with

complete documer	itation)					
Training Activities	10%	Certificates from	School	Division	Regional	National/
Attended		duly accredited				International
		service providers	4	6	8	10
		either online or face				
		to face		Trar	nsmutation	
				Score		Rating
				4-6		45
				8-10		50
				12-14		55
				16-18		60
			1	20-22		65
				24-26		70
				28-30		75
				33-34		80
				36-38		85
			4	40-42		90
			4	14-46		95
		,	48	3-above		100
	100%					

Table 4 – Research Conducted - 10% (Approved by the Division Office with complete documentation)

Indicator	Rating	Score
Implemented and submitted approved terminal report to the Division Office and disseminated the results of two (2) or more researches	100	10
Implemented and submitted approved terminal report to the Division Office and disseminated the results of one research	90	9
Implemented and submitted terminal report to the division office of one research	80	8
Implemented the approved research proposal by the SDS	70	7

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Table 5 - Performance Rating (10%)

IPCRF Rating	Equivalent	Score
4.75 – 5.00	100	10
4.50 – 4. 74	90	9
4.25 – 4. 49	80	8
4.00 - 4.24	70	7
3.75 - 4.00	60	6
3.74 and below	50	5

Table 6 - Acted as Trainer/ Resource Speaker/ Lecturer/ Demo Teacher/Voice Talent/Writer/Editor/Technical Committee/Illustrator/Layout Artist and other similar tasks – 10%

Level	Points
International	10
National	8
Regional	6
Division	4
District	2

Table 7 - Awards and Recognitions Received - 10%

Level	Points
International	10
National	8
Regional	6
Division	4
District	2

Table 8 - Curricular Innovations Conducted - 10% (Approved in the Division Office with complete documentation)

Item	Rating	Score
Presence of 3 proposed and completed innovations	100	10
Presence of 2 proposed and completed innovations	90	9
Presence of 1 proposed and completed innovations	80	8
Presence of 1 or more proposed innovations	70	7

Table 9 – Attitude Towards Work – 10%

Superior (SI	H/ PSDS) - 5%	Peer	- 5%
Rating	Points	Rating	Points
5.00	5	5.00	5
4.75 0 4.99	4	4.75 0 4.99	4



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-		JUITOULD DA	TADAOIT OI CALL		-
	4.5 – 4.74	3	4.5 – 4.74	3	
	4.25 - 4.49	2	4.25 - 4.49	2	
	4.24 and below	1	4.24 and below	1	

#### B. OUTSTANDING GRADE 4 TO 6 TEACHERS (IN KEY STAGE 2)

(Applicable to all Learning Areas)

Category	Criteria	Weight
Outstanding Teacher in English	Academic Performance (Based on School	15
Outstanding Teacher in Filipino	Assessment Post Test)	
Outstanding Teacher in	Performance Indicators	15
Mathematics	Training Activities Attended	10
Outstanding Teacher in Science	Research Conducted	10
Outstanding Teacher in Aral Pan	Performance Rating for 2021-2022	10
Outstanding Teacher in EsP Outstanding Teacher in MAPEH Outstanding Teacher in EPP /TLE	Acted as Trainer/ Resource Speaker/ Lecturer/ Demo Teacher/Voice Talent/Writer/Editor/Technical Committee/Illustrator/Layout Artist/	10
	Recognition and Awards Received	10
	Curricular Innovations	10
	Attitude Towards Work, Peers, Superiors and Subordinates	10
	TOTAL	100

Table 1 - Academic Performance - 15%

(Based on 2022 School Assessment of Learning per learning area)

MPS	Equivalent	Score	MPS	Equivalent	Score
100	100	15.00	87.00 - 87.99	87	13.05
99.00 – 99.99	99	14.85	86.00 - 86.99	86	12.90
98.00 - 98.99	98	14.70	85.00 - 85.99	85	12.75
97.00 - 97.99	97	14.55	84.00 - 84.99	84	12.60
96.00 – 96.99	96	14.40	83.00 - 83.99	83	12.45
95.00 - 95.99	95	14.25	82.00 - 82.99	82	12.30
94.00 - 94.99	94	14.1	81.00 - 81.99	81	12.15
93.00 – 93.99	93	13.95	80.00 - 80.99	80	12.00
92.00 - 92.99	92	13.80	79.00 – 79.99	79	11.85
91.00 - 91.99	91	13.65	78.00 - 78.99	78	11.7
90.00 - 90.99	90	13.50	77.00 – 77.99	77	11.55
89.00 – 89.99	89	13.35	76.00 - 76.99	76	11.40
88.00 – 88.99	88	13.2	75.99 and below	75	11.25

#### Table 2 - Performance Indicator - 15%

Performance Indicators	Performance	Rating
Drop-Out Rate - 5%	Zero	100
	0.01 - 1.00	90
	1.01 and more	80
Promotion Rate - 5%	95.00 -100	100

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	85.00 - 94.99	90	
	75.00 - 84.99	80	
Repetition Rate – 5%	Zero	100	
	0.01 - 1.00	90	
	1.01 and more	80	

Table 3 - Trainings Conducted - 10% (Approved by the Division Office with complete

documentation)

documentation						
Training Activities	10%	Certificates from	School	Division	Regional	National/
Attended		duly accredited				International
		service providers	4	6	8	10
		either online or face				
		to face		Trar	nsmutation	
				Score		Rating
				4-6		45
				8-10		50
				12-14		55
				16-18		60
			2	20-22		65
			2	24-26		70
			2	28-30		75
			3	33-34		80
			3	36-38		85
			4	10-42		90
			4	14-46		95
			48	-above		100
	100%					

Table 4 – Research Conducted - 10% (Approved by the Division Office with complete documentation)

Indicator	Rating	Score
Implemented and submitted approved terminal report to the Division Office and disseminated the results of two (2) or more researches	100	10
Implemented and submitted approved terminal report to the Division Office and disseminated the results of one research	90	9
Implemented and submitted terminal report to the division office of one research	80	8
Implemented the approved research proposal by the SDS	70	7
With approved research proposal by the SDS	60	6

Table 5 - Performance Rating (10%)

IPCRF Rating	Equivalent	Score
4.75 – 5.00	100	10
4.50 - 4. 74	90	9
4.25 – 4. 49	80	8
4.00 - 4.24	70	7
3.75 – 4.00	60	6
3.74 and below	50	5



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Table 6 - Acted as Trainer/ Resource Speaker/ Lecturer/ Demo Teacher/Voice Talent/Writer/Editor/Technical Committee/Illustrator/Layout Artist and other similar tasks – 10%

Level	Points
International	10
National	8
Regional	6
Division	4
District	2
ints for each task presented will be accumula	ted.

Table 7 - Awards and Recognitions Received - 10%

Level	Points
International	10
National	8
Regional	6
Division	4
District	2

Table 8 - Curricular Innovations Conducted - 10% (Approved in the Division Office with complete documentation)

Indicator	Rating	Score
Implemented and submitted approved completion report to the Division Office and disseminated the results of two (2) or more innovations	100	10
Implemented and submitted approved completion report to the Division Office and disseminated the results of one innovation	90	9
Implemented and submitted completion report of one innovation to the division office	80	8
Implemented the approved innovation proposal by the SDS	70	7
With approved innovation proposal by the SDS	60	6

#### Table 9 - Attitude Towards Work - 10%

Superior (SH/ PSDS) - 5%		Peer -	<b>Peer</b> – 5%		
Rating Points		Rating	Points		
5.00	5	5.00	5		
4.75 0 4.99	4	4.75 0 4.99	4		
4.5 - 4.74	3	4.5 – 4.74	3		
4.25 - 4.49	2	4.25 – 4.49	2		
4.24 and below	1	4.24 and below	1		

#### C. OUTSTANDING GRADE 7 TO 10 TEACHERS (KEY STAGE 3) BY LEARNING AREA

Criteria	Weight	MOV	Pe	erformance Indicators
			Rating	Average IPCRF RATING
			20	5.0



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			19	4.90-4.99
			18	4.80-4.89
			17	4.70-4.79
			16	4.60-4.69
Performance	25%	IPCRF for the	15	4.50-4.59
Rating		last 2 years	14	4.40-4.49
			13	4.30-4.39
			12	4.20-4.29
			11	4.10-4.19
			10	4.00-4.09
			9	3.80-3.99
			8	3.70-3.79
			7	3.60-3.69
			6	3.50-3.59
			5	3.49-below
			3	
			1100	Points are cumulative
D:		D	MPS	RATING
Division	0.50/	Division	100	91.0- above
Assessment Post	25%	Assessment	98	90.0-90.9
Test Results SY		Post Test	97	80.0-81.9
2021-2022		Results	96	76.0-76.9
Per Learning Area			95	75.0-75.9
			94	74.0-74.9
			93	73.0-73.9
			92	72.0-72.9
			91	71.0-71.9
			90	70.0-70.9
			89	69.0-69.9
			88	68.0-68.9
			87	67.0-67.9
			86	66.0-66.9
			85	65.0-65.9
			84	64.0-64.9
			83	63.0-63.9
			82	62.0-62.9
			81	61.0-61.9
,			80	60.0-60.9
			79	
				59.0—59.9
			78	580-58.9
			77	57.0-57.9
			76	56.0-56.9
			75	55.0-55.9
			74	54.0-54.9
			73	53.0-53.9
			72	520-52.9
			71	51.0-51.9
			70	50.0-50.9
			69	49.0-49.9
			68	48.0-48.9
			67	47.0-47.9
			66	46.0-46.9
		1		
			65	45.0-45.9



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Recognition and Awards received			SCHOOLS DI	VISION OF	FCAPIZ	Legisland and the second	Constitution		Manual San Ballet	
Recognition and Awards received   10%   Certificate of Recognition   R				NAME AND ADDRESS OF THE PARTY O	SHOW THE PARTY OF					
Recognition and Awards received   10%   Certificate of Recognition   R				MICHEL PROPERTY AND ADDRESS OF THE PARTY OF	WHEN PERSONAL PROPERTY AND PROP			ment or many and an investment of the same	Name of Personal Publishment	
Tensmutation   SCORE   RATING   Avards   Provincial   School   Div/Prov   Reg   Nati/International   Ist   3   5   7   10   2nd   2   3   5   7   3nd   1   2   3   5   7   3nd   2   3   3   3   3   3   3   3   3   3				And in column 2 is not a second	THE RESERVE OF THE PARTY OF THE					
Recognition and Awards received   10%   Certificate of Recognition   R										
Recognition and Awards received   10%   Certificate of Recognition   R				5	59		-	40-b	elow	
Recognition and Awards received   10%   Certificate of Recognition   R						Com	noti	itions		
Recognition and Awards received   10%   Certificate of Recognition   1st   3   5   7   10   10   10   10   10   10   10							-			National/
Recognition   Second   Secon	Recognition and	10%	Certificate of	Rank	School	Provinc	cial	Regio	nal	
2nd   2   3   5   7	Awards	1070		1st	3	5		7		10
Awards   Distinctions with no specific rank   Award   School   Div/Prov   Reg   Natl/Ind   Outstanding   3   5   7   10	received			2nd	2	3		5		7
Award   School   Div/Prov   Reg   Natl/Ind				3rd	1	2		3		5
Certificate of Recognition						stinction				
Finalist				A	ward	School	DIV	V/PTOV	Reg	Nati/Inti
Finalist				Outs	tanding	3		5	7	10
> Points are cumulative > For competitions with awards up to 10 <sup>th</sup> place, points given will be the same as the 3 <sup>rd</sup> place.  Transmutation  SCORE RATING  4-6 70  7-9 72  10-12 74  13-15 76  16-18 78  19-21 80  22-24 82  25-27 84  28-30 86  31-33 88  34-36 90  37-39 92  40-42 94  43-45 96  46-48 98  49-Above 100  Rating Indicator  5 Implemented and submitted approved completion report to the Division Office and disseminated the			Recognition	1 1		2		3	5	7
5 Implemented and submitted approved completion report to the Division Office and disseminated the				> Poi > Fo place,	SCORI 4-6 7-9 10-12 13-15 16-18 19-21 22-24 25-27 28-30 31-33 34-36 37-39 40-42 43-45 46-48 49-Abov	titions ven will  Trans	vith be	the sa	RAT 77 77 77 77 77 88 88 88 89 99 99 10	TING 70 72 74 76 78 80 70 72 74 76 76 78 76 78 76 78 77 78 78 78 78 78 78 78 78 78 78 78
150/					Rating 5	5		subn comp the	leme nitted letion Divis	nted and approved n report to ion Office
1.5%		15%								



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Research		Copy of the			results	of the
/Innovation		approved			innovation	/research,
		innovation/act	4	4	Implemen	nted and
		ion research			submitted of	
		proposal and			report to th	
		completed			offi	ce
		report	3	3	Impleme	nted the
					approved p	roposal by
					the S	SDS
			2	2	With ap	proved
					proposal b	y the SDS
Acted as trainer	15%	Certificate of				
/lecturer/resourc		Recognition				
e speaker/Voice			School	Division	Regional	National/
talent/RBI						Internatio
episodes						nal
writer/Technical			4	6	8	10
/QA						
				Transm	utation	
			Sc	ore	Ra	ting
				6		15
				-10		50
				-14		55
				-18		50
				-22		55
				-26		70
			The state of the s	-30		75
				-34		30
				-38		35
				-42		90
				-46		
						95
			48-8	above	1	00
Trainings	10%	Certificates	School	Division	Regional	National/
Attended	1070	from duly				International
Tittoriae a		accredited service	4	6	8	10
		providers	<u> </u>	Transm	utation	
		either online or	Sc	ore	Ra	ting
		face to face		-6		15
		lace to lace		-10		50
		1		-14		55
		1	1 12		1	
					6	50
			16	-18		50 55
			16 20	-18 -22	6	55
			16 20 24	-18 -22 26	7	55 70
			16 20 24 28	-18 -22 -26 -30	77	55 70 75
			16 20 24 28 33	-18 -22 -26 -30 -34	77	55 70 75 80
			16 20 24 28 33 36	-18 -22 -26 -30 -34 -38	6 77 77 8	55 70 75 80 85
			16 20 24 28 33 36 40	-18 -22 -26 -30 -34 -38 -42	6 77 77 8 8	55 70 75 80 85
			16 20 24 28 33 36 40 44	-18 -22 -26 -30 -34 -38	6 77 78 8 8 9	55 70 75 80 85



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#### D. OUTSTANDING GRADE 11 to 12 TEACHERS (KEY STAGE 4) BY STRAND

Category	Criteria	Weight
Outstanding Teacher in HUMSS	Academic Performance (Based on School	10
Outstanding Teacher in STEM	Assessment Post Test)	
Outstanding Teacher in ABM	Performance Indicators	10
Outstanding Teacher in GAS	Training Activities Attended	10
Outstanding Teacher in SPORTS	Research Conducted	10
Outstanding Teacher in AFA	Performance Rating for 2021-2022	10
Outstanding Teacher in HE	Partnerships Established for Culminating	10
Outstanding Teacher in IA	Activities, Capstone Projects, and Work	
Outstanding Teacher in ICT	and Industry Immersion (with MOA/	
Outstanding Teacher in IA	MOU)	
	Entrepreneurial/ Income Generating	5
	Projects with the students	
	Acted as Trainer/ Resource Speaker/	10
	Lecturer/ Demo Teacher/Voice	
	Talent/Writer/Editor/Technical	
	Committee/Illustrator/Layout	
	Artist/Broadcaster/Judge	
	Recognition and Awards Received	10
	Curricular Innovations	10
	Attitude Towards Work, Peers, Superiors	5
	and Subordinates	
	TOTAL	100

Table 1 - Academic Performance - 10%

(Based on 2022 School Assessment of Learning per learning area)

MPS	Equivalent	Score	MPS	Equivalent	Score
100	100	10.00	87.00 - 8 <b>7</b> .99	87	7.4
99.00 - 99.99	99	9.8	86.00 - 86.99	86	7.2
98.00 - 98.99	98	9.6	85.00 - 85.99	85	7.0
97.00 - 97.99	97	9.4	84.00 - 84.99	84	6.8
96.00 - 96.99	96	9.2	83.00 - 83.99	83	6.6
95.00 - 95.99	95	9.0	82.00 - 82.99	82	6.4
94.00 - 94.99	94	8.8	81.00 - 81.99	81	6.2
93.00 - 93.99	93	8.6	80.00 - 80.99	80	6.0
92.00 - 92.99	92	8.4	79.00 - 79.99	79	5.8
91.00 - 91.99	91	8.2	78.00 - 78.99	78	5.6
90.00 - 90.99	90	8.0	77.00 - 77.99	77	5.4
89.00 - 89.99	89	7.8	76.00 - 76.99	76	5.2



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_			001100	DATES AND THE STATE OF THE STAT			_
	88.00 -	88	7.6	75.99 and	75	5.0	
	88.99			below			1

Table 2 - Performance Indicator - 10%

Performance Indicators	Performance	Rating	Score
Drop-Out Rate - 3.33%	Zero	100	3.333
-	0.01 - 1.00	90	2.997
	1.01 and more	80	2.664
Promotion Rate - 3.33%	95.00 -100	100	3.333
	85.00 - 94.99	90	2.997
	75.00 - 84.99	80	2.664
Repetition Rate - 3.33%	Zero	100	3.333
	0.01 - 1.00	90	2.997
	1.01 and more	80	2.664

Table 3 - Training Activities Attended - 10% (Approved by the Division Office with complete

documentation)

Attended
service providers either online or face to face  4 6 8 10  Transmutation  Score Rating 4-6 45
providers either online or face to face  Score Rating 4-6 45
online or face to face  face  Transmutation  Score Rating  4-6  45
face         Score         Rating           4-6         45
4-6 45
8-10 50
12-14 55
16-18 60
20-22 65
24-26 70
28-30 75
33-34 80
36-38 85
40-42 90
44-46 95
48-above 100
100%

Table 4 – Researches Conducted - 10% (Approved by the Division Office with complete

documentation)

Item	Score
Presence of 2 or more proposed and completed action research	10.00
with at least one is duly adopted by the Division	
Presence of 1 proposed and completed action research duly	8.57
adopted by the Division	
Presence of 1 proposed and completed action research duly	7.15
adopted by the District	
Presence of 1 proposed and completed action research duly	5.72
adopted by other schools within the district	
Presence of 1 proposed and completed action research duly	4.29
adopted by the school	
Presence of 1 proposed and completed action research	2.86
Presence of 1 action research with approved proposal	1.43
Points for each item presented will be accumulated.	00

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Table 5 - Performance Rating (10%)

IPCRF Rating	Equivalent	Score
4.75 - 5.00	100	10
4.50 - 4. 74	90	9
4.25 - 4. 49	80	8
4.00 - 4.24	70	7
3.75 – 4.00	60	6
3.74 and below	50	5

Table 6. Partnerships Established for Culminating Activities, Capstone Projects, and Work and

Industry Immersion (10%) with MOA/ MOU

Item	Rating	Score
Established 5 or more external partners for	100	10
Culminating Activities, Capstone Projects, and Work		
and Industry Immersion		
Established 4 external partners for Culminating	90	8
Activities, Capstone Projects, and Work and Industry		
Immersion		
Established 3 external partners for Culminating	80	6
Activities, Capstone Projects, and Work and Industry		
Immersion		
Established 2 external partners for Culminating	70	4
Activities, Capstone Projects, and Work and Industry		
Immersion		
Established 1 external partners for Culminating	60	2
Activities, Capstone Projects, and Work and Industry		
Immersion		
Proposed 1 external partner for Culminating	50	1
Activities, Capstone Projects, and Work and Industry		
Immersion signed by the SH only		

Table 7. Entrepreneurial/ Income Generating Projects with the students (Approved by the Division Office with complete documentation) - 5%

Item	Score	
Conducted 3 Entrepreneurial/ Income Generating	5	
Projects with the students		
Conducted 2 Entrepreneurial/ Income Generating	4	
Projects with the students		
Conducted 1 Entrepreneurial/ Income Generating	3	
Projects with the students		
Proposed 1 Entrepreneurial/ Income Generating	2	
Projects with the students		
Conceptualized 1 Entrepreneurial/ Income	1	
Generating Projects with the students		

Table 8 - Acted as Trainer/ Resource Speaker/ Lecturer/ Demo Teacher/Voice Talent/Writer/Editor/Technical Committee/Illustrator/Layout Artist and other similar tasks -10%

Level	Points
International	10
National	8
Regional	6



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Division	4				
District	2				
Points for each task presented will be accumul	ated.				

Table 9 - Awards and Recognitions Received - 10%

Level	Points	
International	10	
National	8	
Regional	6	
Division	4	
District	2	
oints for each award presented will be accumulated.		

Table 10 - Curricular Innovations Conducted - 10% (Approved in the Division Office with complete documentation)

Item	Score	
Conducted 2 or more Curricular Innovations with at least one is duly adopted by the Division	10.00	
Conducted 1 Curricular Innovation duly adopted by the Division	8.75	
Conducted 1 Curricular Innovation duly adopted by the District	7.50	
Conducted 1 Curricular Innovation duly adopted by other schools within the district	6.25	
Conducted 1 Curricular Innovation duly adopted by the school	5.00	
Conducted 1 Curricular Innovation	3.75	
Proposed 1 Curricular Innovation signed by the SDS	2.50	
Conceptualized 1 Curricular Innovation signed by SH and PSDS	1.25	
Points for each item presented will be accumulated.		

#### Table 11 - Attitude Towards Work - 5%

Superior (SH/ PSDS) - 2.5%		Peer -	2.5%
Rating	Points	Rating	Points
5.00	2.5	5.00	2.5
4.75 0 4.99	2.0	4.75 0 4.99	2.0
4.5 - 4.74	1.5	4.5 – 4.74	1.5
4.25 - 4.49	1.0	4.25 - 4.49	1.0
4.24 and below	0.5	4.24 and below	0.5

#### E. OUTSTANDING INDIGENOUS PEOPLES EDUCATION (IPEd) TEACHER

#### I. Basic Requirements

- 1. The nominee must have served as IPEd Teacher for at least three (3) school years.
- 2. He/She must have an outstanding performance for three (3) School Years (2019-2020, 2020-2021-2021-2022)

#### II. Criteria

	Indicators	Points
a. Performance rating for SY	2021-2022	10



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b.	Acted as IPEd Trainer/ Lecturer/ Demo Teacher/ Resource Speaker/Facilitator	10
	Conducted action research in IPEd programs	20
d.	Recognition and Awards received in the Implementation of IPEd Programs,	10
	Projects, and Activities	
e.	Innovations conducted on IPEd programs	20
f.	Developed Contextualized Activity Sheets, Big books, and RBI Scripts	10
g.	C ' I I I IDE I D	10
h.	Attitude towards work, peers, superiors, and subordinate	10
	Total	100

Table 1. Distribution of Equivalent Ratings for SY 2021-2022

Average Performance Rating	Ratings
4.500 - 5.00	100
3.500 - 4.499	80
2.500 - 3.499	60
1.500 - 2.499	40
1.00 - 1.499	20

Table 2. Table points for IPEd Trainer/Lecturer/Demo Teacher/ Resource Speaker/Facilitator

Level	Points	Level	Points	Level	Points
National	10	Provincial	6	District	3
Regional	8	Division	5	School	2

Table 2.1. Distribution of Equivalent Ratings for the Points Received as IPEd Trainer/Lecturer/Demo Teacher/Resource Speaker/Facilitator for SY 2021-2022

Points	Ratings	Points	Ratings
25	75	50 and above	100
20	70	45	95
15	65	40	90
10	60	35	85
5	55	30	80

Table 3. Table of Points for the Action Research in IPEd programs conducted for SY 2021-2022

Sample Evidence	Rating
Proposal of Action Research signed by SDS	50
Completed Action Research with Terminal Report signed by SDS	100

Table 4. Table for Points Received by the Candidate for Awards and Recognition in the Implementation of IPEd Programs, Projects, and Activities for SY 2021-2022

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

Table 4.1. Distribution of Equivalent Ratings for the Points Received for Awards and Recognition in the Implementation of IPEd Programs, Projects, and Activities for SY 2021-2022

Points	Ratings	Points	Ratings
25	75	50 and above	100



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20	70	45	95	
15	65	40	90	
10	60	35	85	
5	55	30	80	

Table 5. Table of Points for the Innovations in IPEd programs conducted for SY 2021-2022

Sample Evidence	Rating
Proposal of Innovations signed by SDS	50
Completed Innovations with Terminal Report signed by SDS	100

Table 6. Distribution of Equivalent Ratings for the Total number of Contextualized Activity

Sheets, Big books, and RBI Scripts for SY 2021-2022

Number of Contextualized Activity Sheets, Big books, and RBI Scripts	Rating	Number of Contextualized Activity Sheets, Big books, and RBI Scripts	Rating
Presence of 15	70	Presence of 35 and above	100
Presence of 12	65	Presence of 30	95
Presence of 9	60	Presence of 27	90
Presence of 6	55	Presence of 24	85
Presence of 3	50	Presence of 21	80
		Presence of 18	75

Table 7. Table for Points Received by the Candidate for IPEd Seminars/Trainings for SY 2021-2022

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

Table 7.1. Distribution of Equivalent Ratings for IPEd Seminars/Trainings for SY 2021-2022

Points	Ratings	Points	Ratings
25	75	50 and above	100
20	70	45	95
15	65	40	90
10	60	35	85
5	55	30	80

Table 8. Table of Points for attitude towards work, peers, superiors and subordinate

ersonal attributes and characteristics towards work, peers, superiors, and subor	dinate
ndependently Innovates or finds/develops solutions	
Demonstrates an outstanding and positive attitude with enthusiasm	
Completely dependable	
exemplary working relationship with other	
akes 80-90% initiative of task	
ery motivated and industrious	
bove average in dependently	
Vorks well with others	
Requires some directions or does not take initiative to complete tasks	
Villingness to help others in need	



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Number of Personal characteristics towar superior and su	ds work, peers,	Ratin	g
Presence of 5	75	Presence of 10	100
Presence of 4	70	Presence of 9	95
Presence of 3	65	Presence of 8	90
Presence of 2	60	Presence of 7	85
Presence of 1	55	Presence of 6	80

#### F. OUTSTANDING ALS TEACHER

#### I. Basic Requirements

- 1. The nominee must have served as ALS Teacher (District ALS Coordinator or Mobile Teacher for at least three (3) school years).
- 2. He/She must have an outstanding performance for three (3) School Years (2019-2020, 2020-2021-2021-2022).

#### II. Criteria

	Indicators	Points
a.	Academic Performance [Number of ALS Presentation Portfolio Assessment (PPA) Passers for SY 2021-2022	10
b.	Presence of Established and Functional Community Learning Center (CLC) in the Barangay/ Municipality for SY 2021-2022	10
c.	Performance rating for SY 2021-2022	10
d.	Acted as ALS Trainer/ Lecturer/ Demo Teacher/ Resource Speaker for SY 2021-2022	10
e.	Conducted action research on community-based programs and projects for SY 2021-2022	10
f.	Recognition and Awards received in the Implementation of ALS Programs, Projects, and Activities for SY 2021-2022	10
g.	Special Programs & Projects / Skills Training conducted/ implemented for SY 2021- 2022	10
h.	Developed Learning Activity Sheets/ Contextualized Activity Sheets & other learning Materials for ALS for SY 2021-2022	10
i.	Introduced/tried out effective approaches or innovations in teaching which contributed to the improvement of instructions in meeting the needs of ALS learners for SY 2021-2022	10
j.	Attitude towards work, peers, superiors, and subordinate	10
	Total	100

### Table 1. Distribution of Equivalent Ratings for the Total Number of ALS PPA Passers for SY 2021-2022

Total Number of ALS A&E Test Passers	Ratings	Total Number of ALS A&E Test Passers	Ratings
21-25	50	46-50& above	100
16-20	40	41-45	90
11-15	30	36-40	80
6-10	20	31-35	70
1-5	10	26-30	60

Table 2. Distribution of Equivalent Ratings for the Presence of Established and Functional Community Learning Center (CLC) in Barangay/ Municipality

Type of CLC	Ratings
Type 3	100
Type 2	75
Type 1	25



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Table 3. Distribution of Equivalent Rating for SY 2021-2022

Average Performance Rating	Ratings
4.500 - 5.00	100
3.500 - 4.499	80
2.500 - 3.499	60
1.500 - 2.499	40
1.00 - 1.499	20

Table 4. Distribution of Equivalent Ratings for the Points Received as ALS Trainer/ Lecturer/

Demo Teacher/ Resource Speaker in the last three (3) calendar years

Points	Ratings	Points	Ratings
25	75	50 and above	100
20	70	45	95
15	65	40	90
10	60	35	85
5	55	30	80

4.1. Table points for ALS Trainer/Lecturer/Demo Teacher/ Resource Speaker

Level	Points	Level	Points	Level	Points
National	10	Provincial	6	District	3
Regional	8	Division	5	School	2

Table 5. Table of Points for the Action Research on Community-Based Programs/ Project conducted.

Sample Evidence	Rating
Completed Action Research with Terminal Report signed by SDS	100

Table 6. Table for Points Received by the Candidate for Awards and Recognition in the

Implementation of ALS Projects, Projects, and Activities

Level	1st	2nd	3rd
National	10	9	7
Regional	8	7	5
Provincial	6	4	3
Division	5	3	2
District	3	2	1
School	2	1	0

Table 6.1. Distribution of Equivalent Ratings for the Points Received for Awards and

Recognition in the Implementation of ALS Programs and Projects

Recognition in the implementation of Albo I logiams and I lojects							
Points	Ratings	Points	Ratings	Points	Ratings	Points	Ratings
48.5-50	100	34.5-36	93	20.5-22	86	6.5-8	79
46.5-48	99	32.5-34	92	18.5-20	85	4.5-6	78
44.5-46	98	30.5-32	91	16.5-18	84	2.5-4	77
42.5-44	97	28.5-30	90	14.5-16	83	0.5-2	76
40.5-42	96	26.5-28	89	12.5-14	82		
38.5-40	95	24.5-26	88	10.5-12	81		
36.5-38	94	22.5-24	87	8.5-10	80		

Table 7. Distribution of Equivalent Ratings for Total Number of Special ALS Programs and Projects/ Skills Training Conducted for SY 2021-2022



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Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating	Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating
Presence of 5	70	Presence of 11 and above	100
Presence of 4	65	Presence of 10	95
Presence of 3	60	Presence of 9	90
Presence of 2	55	Presence of 8	85
Presence of 1	50	Presence of 7	80
		Presence of 6	75

Table 8. Distribution of Equivalent Ratings for the Total number of Develop Learning Activity Sheets/ Contextualized Activity Sheets and other learning materials for ALS for SY 2021-2022

Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating	Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating
Presence of 15	70	Presence of 35 and above	100
Presence of 12	65	Presence of 30	95
Presence of 9	60	Presence of 27	90
Presence of 6	55	Presence of 24	85
Presence of 3	50	Presence of 21	80
		Presence of 18	75

Table 9. Table of Points for the Introduced/tried out effective approach or innovations in teaching which contributed to the improvement of instructions in meeting the needs of ALS learners.

Sample Evidence	Rating
Completed Innovation with Terminal Report signed by SDS	100

Table 10. Table of Points for Attitudes Towards work, peers, superiors and subordinate

Personal attributes and charac	cteristics to	wards work, peers, superiors, and	i supordinate
Independently Innovates or find	s/develops s	olutions	
Demonstrates an outstanding a	nd positive a	ttitude with enthusiasm	
Completely dependable			
Exemplary working relationship	with other		
Takes 80-90% initiative of task			
Very motivated and industrious			
Above average in dependently			NAMES OF THE OWNER, WHICH THE PARTY OF THE OWNER, WHICH THE OWNER, WHITE OWNER, WHI
Works well with others			
Requires some directions or doe	s not take in	itiative to complete tasks	
Willingness to help others in ne	ed		
Number of Personal Attrib	utes and	-	
characteristics towards wo	rk, peers,	Rating	
superior and subording	nate		
Presence of 5	75	Presence of 10	100
Presence of 4	70	Presence of 9	95
Presence of 3	65	Presence of 8	90
Presence of 2	60	Presence of 7	85
Presence of 1	55	Presence of 6	80

#### G. OUTSTANDING SPED TEACHER

#### I. Basic Requirements

1. The nominee must have served as SPED teacher handling any of the following classes for at least three (3) school years:

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- Differently abled
- Developmentally delayed learners
- Mental Retardation
- Autism
- · Intellectual disability
- Hearing Impairment
- Learning Disability
- Visual Impairment
- Multiple Disabilities
- Transition
- 2. He/She must have an outstanding performance rating for three (3) School Years (2019-2020, 2020-2021, 2021-2022)

#### II. Criteria

l.	Chteria	
	Indicators	Points
a.	Continuous and Dedicated Service for SY 2021-2022	10
b.	Performance rating for SY 2021-2022	10
c.	Training activities attended for SY 2021-2022	10
d.	Acted as SPED Trainer/ Lecturer/ Demo Teacher/ Resource Speaker/	
	Voice Talent/ Writer/Editor/Layout Artist/Technical Committee for SY	
	2021-2022	10
e.	Coordinator in community activities/programs/projects for the	10
	development of children with disabilities for SY 2021-2022	
f.	Research Conducted for SY 2021-2022	10
g.	Developed Learning Activity Sheets/ Contextualized Activity Sheets,	10
	Contextualized Learning Materials, Teaching Devices, Technical Papers/	
	Publications for SY 2021-2022	
h.	Recognition and Awards received in the Implementation of SPED	10
	Programs, Projects, and Activities for SY 2021-2022	
i.	Introduced/tried out effective approaches or innovations in teaching	10
	which contributed to the improvement of instructions in meeting the	
	needs of children with disabilities for SY 2021-2022	
j.	Attitude towards work, peers, superiors, and subordinate	10
	Total	100

Table 1 Continuous and Dedicated Service (10%)

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

Table 2 - Performance Rating for SY 2021-2022 (10%)

IPCRF Rating	Equivalent	Score
4.75 - 5.00	100	10
4.50 – 4. 74	90	9
4.25 - 4. 49	80	8
4.00 - 4.24	70	7

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	3.75 – 4.00	60	6	
	3.74 and below	50	5	

Table 3 – Training Activities Attended - (Certificates from duly accredited service provider either online or face to face for Sped Training) for SY 2021-2022 10%

Level	Score
International	10
National	8
Regional	6
Division	4
District	2

Table 4 - Acted as Trainer/Resource Speaker/Lecturer/Demo Teacher/Voice
Talent/Writer/Editor/Technical Committee/Illustrator/Layout Artist and other similar tasks
for SY 2021-2022 - 10%

Level	Points
International	10
National	8
Regional	6
Division	4
District	2
Points for each task presented will be accumu	lated.

## Table 5. Coordinator in community activities/programs/projects for the development of children with disabilities for SY 2021-2022 - 10%

Sample Evidence	Rating
Completed Community Project with Terminal Report signed by the Local Authorities and DepEd Authorities	10
Approved Community Project Proposal signed by the Local Authorities and DepEd Authorities	5

### Table 6 - Research Conducted (Approved by the Division Office with complete documentation)

Sample Evidence	Rating
Completed Action Research with Terminal Report signed by SDS	10
Action Research Proposal signed by the SDS	5

# Table 7. Distribution of Equivalent Ratings for the Total Number of Develop Modules, Learning Activity Sheets, Contextualized Learning Materials, Teaching Devices, Technical Papers/Publications

Level	Points
International	10
National	8
Regional	6
Division	4
District	2
Points for each task presented will be accumu	lated.

Table 8 - Awards and Recognition Received - 10%

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Level	Points
International	10
National	8
Regional	6
Division	4
District	2

Table 9. Table of Points for the Introduced/tried out effective approach or innovations in teaching which contributed to the improvement of instructions in meeting the needs of LWDs.

Sample Evidence	Rating
Completed Innovation with Terminal Report signed by SDS	10
Innovation Proposal signed by the SDS	5

Table 10. Table of Points for attitude towards work, peers, superiors and subordinate

Personal attributes and character	ristics toward	s work, peers, superiors, a	nd subordinate
Independently Innovates or finds/d	develops solution	ons	
Demonstrates an outstanding and	positive attitud	le with enthusiasm	
Completely dependable			
Exemplary working relationship with	th other		
Takes 80-90% initiative of task			
Very motivated and industrious			
Above average in dependently			
Works well with others			
Requires some directions or does n	ot take initiativ	ve to complete tasks	
Willingness to help others in need			
Number of Personal Attribu	tes and		
characteristics towards work, peers, superior		Rating	
and subordinate			
Presence of 5	75	Presence of 10	100
Presence of 4	70	Presence of 9	95
Presence of 3	65	Presence of 8	90
Presence of 2	60	Presence of 7	85
Presence of 1	55	Presence of 6	80

### H. OUTSTANDING SPECIAL PROGRAM IN THE ARTS AND SPECIAL PROGRAM IN SPORTS SPECIALISTS

#### I. Basic Requirements:

- 1. The program has met basic requirements and is recognized by the SDO or Regional Office.
- 2. The nominee must have served as SPA or SPS Specialist/Coordinator for at least three (3) school years.
- 3. He/She must have an outstanding performance rating for three (3) School Years (2019-2020, 2020-2021, 2021-2022)

#### II. Criteria:

Indicators	Points
1. Performance rating for SY 2021-2022	10
2. Acted as SPA/SPS Trainer/ Lecturer/ Demo Teacher/ Resource Speaker for SY 2021-2022	15



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Total	100
8. Attitude towards work, peers, superiors, and subordinate	10
7. Attended/conducted training workshops benchmarking, and other effective activities which contributed to the increase in the performance/skills of arts and sports learners for SY 2021-2022	10
6. Developed Learning Activity Sheets/ Contextualized Activity Sheets & other learning Materials for SPA/SPS for SY 2021-2022	20
5. Pupil/Student/Teacher Outreach Activity, Community Involvement, Linkages, and Donations received for SY 2021-2022	15
4. Recognition and Awards received in the Implementation of SPA/SPS Programs, Projects, and Activities for SY 2021-2022	10
3. Conducted action research and innovation utilized in the school/division with the proposal, terminal report, and MOVs. (Signed by SDS) for SY 2021-2022	10

Table 1. Distribution of Equivalent Ratings for SY 2021-2022

Average Performance Rating	Ratings
4.500 - 5.00	100
3.500 - 4.499	80
2.500 - 3.499	60
1.500 - 2.499	40
1.00 - 1.499	20

Table 2. Distribution of Equivalent Ratings for the Points Received as Trainer/Lecturer/ Demo Teacher/ Resource Speaker for SY 2021-2022

Points	Ratings	Points	Ratings
25	75	50 and above	100
20	70	45	95
15	65	40	90
10	60	35	85
5	55	30	80

2.1. Table points for Trainer/Lecturer/Demo Teacher/ Resource Speaker

Level	Points	Level	Points	Level	Points
National	10	Provincial	6	District	3
Regional	8	Division	5	School	2

Table 3. Table of Points for the Action Research and innovation utilized in school/division with the proposal, terminal report, and MOVs.

Sample Evidence	Rating
Completed Action Research and Innovation with Terminal Report signed by SDS	100

Table 4. Table for Points Received for Awards and Recognition in the Implementation of SPA/SPS Programs, Projects, and Activities

Level	1st	2nd	3rd
National	10	9	7
Regional	8	7	5
Provincial	6	4	3



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Division	5	3	2
District	3	2	1
School	2	1	0

Table 4.1. Distribution of Equivalent Ratings for the Points Received for Awards and

Recognition in the Implementation of SPA/SPS Programs and Projects

Recognition in the implementation of SFA/SFS Flograms and Flojects							
Points	Ratings	Points	Ratings	Points	Ratings	Points	Ratings
48.5-50	100	34.5-36	93	20.5-22	86	6.5-8	79
46.5-48	99	32.5-34	92	18.5-20	85	4.5-6	78
44.5-46	98	30.5-32	91	16.5-18	84	2.5-4	77
42.5-44	97	28.5-30	90	14.5-16	83	0.5-2	76
40.5-42	96	26.5-28	89	12.5-14	82		
38.5-40	95	24.5-26	88	10.5-12	81		
36.5-38	94	22.5-24	87	8.5-10	80		

Table 5. Distribution of Equivalent Ratings for Pupil/Student/Teacher Outreach Activity,

Community Involvement, and Linkages

Number of Pupil/Student/Teacher Outreach Activities, Community Involvement, and Linkages	Rating	Number of Pupil/Student/Teacher Outreach Activities, Community Involvement, and Linkages	Rating
Presence of 5	70	Presence of 11 and above	100
Presence of 4	65	Presence of 10	95
Presence of 3	60	Presence of 9	90
Presence of 2	55	Presence of 8	85
Presence of 1	50	Presence of 7	80
		Presence of 6	75

Table 6. Distribution of Equivalent Ratings for the Total number of Develop Learning Activity

Sheets/ Contextualized Activity Sheets and other learning materials for SPA/SPS.

Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating	Number of Special ALS Programs and Projects/ Skills Training Conducted	Rating
Presence of 15	70	Presence of 35 and above	100
Presence of 12	65	Presence of 30	95
Presence of 9	60	Presence of 27	90
Presence of 6	55	Presence of 24	85
Presence of 3	50	Presence of 21	80
		Presence of 18	75

Table 7. Distribution of Equivalent Ratings for attended/conducted training workshops benchmarking, and other effective activities which contributed to the increase in the

performance/skills of arts and sports learners.

		the same of the sa
	The number of	
Rating	attended/conducted training	Rating
	workshops benchmarking, and	
	other effective activities	
	contributed to the increase in the	
	performance/skills of arts and	
	sports learners.	
70	Presence of 11 and above	100
65	Presence of 10	95
60	Presence of 9	90
	Rating 70 65	Rating attended/conducted training workshops benchmarking, and other effective activities contributed to the increase in the performance/skills of arts and sports learners.  70 Presence of 11 and above 65 Presence of 10



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Presence of 2	55	Presence of 8	85
Presence of 1	50	Presence of 7	80
		Presence of 6	75

Table 8. Table of Points for attitud	e towards	work, peers, superiors and	l subordinate
Personal attributes and character	istics towa	ards work, peers, superiors	s, and
subordinate			
Independently Innovates or finds/d	evelops sol	utions	
Demonstrates an outstanding and p	ositive atti	tude with enthusiasm	
Completely dependable			
Exemplary working relationship wit	h other		
Takes 80-90% initiative of task			
Very motivated and industrious			
Above average in dependently			
Works well with others			
Requires some directions or does no	ot take initi	ative to complete tasks	
Willingness to help others in need			
		Poting	
Number of Personal Attribute		Rating	,
characteristics towards work,			
superior and subordinate			
	75	Presence of 10	100
	70	Presence of 9	95
	55	Presence of 8	90
	50	Presence of 7	85
	55	Presence of 6	80
I TESCHEC UL I	,,,	1 redefice of 0	100

#### I. OUTSTANDING MULTIGRADE TEACHER (Handling 2 or more grade level combination) I. Basic Requirements

- 1. The nominee must have served as Multigrade Teacher for at least three (3) school years.
- 2. He/She must have an outstanding performance for three (3) school years (2019-2020, 2020-2021, 2021-2022)

#### II Criteria

Indicators	Points
a. Performance Rating	10
b. Acted as Trainer/Writer/Voice Talent/Facilitator/Editor	10
c. Conducted action research	15
d. Conducted an innovation	15
e. Recognition and Awards	10
f. Developed/Contextualized SLMs, LAS, LRs, RBI Scripts	15
g. Seminars Attended	15
h. Attitude towards work, peers, superiors and subordinates	10
Total	100

Table 1. Distribution of Equivalent Ratings for SY 2021-2022

Average Performance Rating	Ratings
4.500 - 5.00	100
3.500 - 4.499	80
2.500 - 3.499	60
1.500 - 2.499	40
1.00 - 1.499	20



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Table 2. Table points for acting as trainer, writer, voice talent, facilitator, editor SY 2021-2022

Level	Points	Level	Points	Level	Points
National	10	Provincial	6	District	3
Regional	8	Division	5	School	2

Table 2.1. Distribution of Equivalent Ratings for the Points Received for acting as trainer, writer, voice talent, facilitator, editor SY 2021-2022

Points	Ratings
20	100
15	90
10	80
5	75

Table 3. Table of Points for the Action Research in multigrade conducted for SY 2021-2022

Sample Evidence	Rating
Proposal of Action Research signed by SDS	50
Completed Action Research with Terminal Report signed by SDS	100

Table 4. Table of Points for the Innovations in multigrade programs conducted for SY 2021-2022

Sample Evidence	Rating
Proposal of Innovations signed by SDS	50
Completed Innovations with Terminal Report signed by ASDS/SDS	100

Table 5. Table for Points Received by the Candidate for Awards and Recognition in the Implementation of Multigrade Programs, Projects, and Activities for SY 2021-2022

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

Table 5.1. Distribution of Equivalent Ratings for the Points Received for Awards and Recognition in the Implementation of multigrade Programs, Projects, and Activities for SY 2021-2022

Points	Ratings
20	100
15-19	95
10-14	90
5-9	85
1-4	80

Table 6. Distribution of Equivalent Ratings for the Total number of Contextualized/Developed Learning Activity Sheets, LRs, Big books, and RBI Scripts for SY 2021-2022

Number of Developed/Contextualized SLMs, LAS, Big books, and RBI Scripts	Rating
5	100
4	95

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3	90
2	85
1	80

## Table 7. Table for Points Received by the Candidate for multigrade Seminars/Trainings for SY 2021-2022

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

#### Table 7.1. Distribution of Equivalent Ratings for multigrade Seminars/Trainings

Points	Ratings
20	100
15-19	95
10-14	90
5-9	85
1-4	80

Table 8. Table of Points for Attitudes Towards work, peers, superiors and subordinate

Personal attributes and characteristics towa	rds work, peers, superiors, and subordinate
Independently Innovates or finds/develops solu	itions
Demonstrates an outstanding and positive attit	tude with enthusiasm
Completely dependable	
Exemplary working relationship with other	, 21
Takes 80-90% initiative of task	
Very motivated and industrious	
Above average in dependently	
Works well with others	
Requires some directions or does not take initia	ative to complete tasks
Willingness to help others in need	
Number of Personal Attributes and	
characteristics towards work, peers.	Rating

characteristics towa	Number of Personal Attributes and characteristics towards work, peers, superior and subordinate		ating
Presence of 5	75	Presence of 10	100
Presence of 4	70	Presence of 9	95
Presence of 3	65	Presence of 8	90
Presence of 2	60	Presence of 7	85
Presence of 1	55	Presence of 6	80

## J. OUTSTANDING SCHOOL HEADS FOR ELEMENTARY, SECONDARY AND INTEGRATED SCHOOL

Criteria	Components	Weight
a. Instructional	Academic performance	33 points
Leadership	a. CRLA results	6
•	b. Phil IRI results (pre and post)	6
(Focusing on	c. SAL results (pre and post)	6
Teaching and	2. Special curricular program implemented	5
Learning)	3. Innovation/ intervention implemented	5
	4. Research implemented	5



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		SCHOOLS DIVISION OF CAPIZ	
b.	Learning Environment (Managing School Operations and Resources)	<ol> <li>Performance indicators</li> <li>SBM level of practice</li> <li>WINS Status</li> <li>Fiscal management MOOE on time liquidation</li> </ol>	30 points 5 5 15
C.	Human Resource Management and Development  (Developing Self and Others)	<ol> <li>Trainings conducted as training manager</li> <li>Served as resource person/ lecturer/facilitator/writer/consultant/ editor/</li> <li>Awards/Recognition received</li> </ol>	15 points 5 5 5
d.	Parents and Other Stakeholders Involvement (Building Connections)	Support from various stakeholders     Based on the average rating for this     KRA as indicated in the SH's calibrated     OPCRF for SY 2021-2022	5 points
e.	School Leadership (Leading Strategically)	<ol> <li>Functional clubs and organizations</li> <li>Civic and community activities/programs participated</li> </ol>	7 points 4
f.	Personal/ Professional Attributes/Chara cteristics	Attitudes towards work, peers, supervisor and subordinates	5 points
g.	Plus Factor	<ol> <li>Establishment/ Conversion/ renaming/ separation of school annexes</li> <li>Titling of the school site</li> <li>Hosting of division event</li> <li>Special project and other meritorious awards</li> <li>District Coordinatorship</li> </ol>	5 points  1  1 1 1
	Total	. 43	100 points

#### Table 1 - Academic Performance - 5%

a. Based on the 2022 EOSY CRLA (Comprehensive Rapid Literacy Assessment)

MPS	Equivalent	Score	MPS	Equivalent	Score
100	100	5.00	87.00 - 87.99	87	4.35
99.00 - 99.99	99	4.95	86.00 - 86.99	86	4.30
98.00 - 98.99	98	4.90	85.00 - 85.99	85	4.25
97.00 - 97.99	97	4.85	84.00 - 84.99	84	4.20
96.00 - 96.99	96	4.80	83.00 - 83.99	83	4.15
95.00 - 95.99	95	4.75	82.00 - 82.99	82	4.10
94.00 - 94.99	94	4.70	81.00 - 81.99	81	4.05
93.00 - 93.99	93	4.65	80.00 - 80.99	80	4.00
92.00 - 92.99	92	4.60	79.00 - 79.99	79	3.95
91.00 - 91.99	91	4.55	78.00 - 78.99	78	3.90
90.00 - 90.99	90	4.50	77.00 - 77.99	77	3.85
89.00 - 89.99	89	4.45	76.00 - 76.99	76	3.80



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		SCHOOLS	DIATOR OF ALL TH			$\overline{}$
88.00 - 88.99	88	4.40	75.99 and below	75	3.75	

#### Table 2 - Academic Performance - 5%

#### b. Percentage of Independent Readers in English based on the Phil IRI Post Test Results for SY 2021-2022

% of Independent Readers	Equivalent	Score	% of Independent Readers	Equivalent	Score
100	100	5.00	87.00 - 87.99	87	4.35
99.00 - 99.99	99	4.95	86.00 - 86.99	86	4.30
98.00 - 98.99	98	4.90	85.00 - 85.99	85	4.25
97.00 - 97.99	97	4.85	84.00 - 84.99	84	4.20
96.00 - 96.99	96	4.80	83.00 - 83.99	83	4.15
95.00 - 95.99	95	4.75	82.00 - 82.99	82	4.10
94.00 - 94.99	94	4.70	81.00 - 81.99	81	4.05
93.00 - 93.99	93	4.65	80.00 - 80.99	80	4.00
92.00 - 92.99	92	4.60	79.00 - 79.99	79	3.95
91.00 - 91.99	91	4.55	78.00 - 78.99	78	3.90
90.00 - 90.99	90	4.50	77.00 - 77.99	77	3.85
89.00 - 89.99	89	4.45	76.00 - 76.99	76	3.80
88.00 - 88.99	88	4.40	75.99 and below	75	3.75

#### Table 3 - Academic Performance - 5%

c. Based on 2022 School Assessment of Learning per learning area)

MPS	Equivalent	Score	MPS	Equivalent	Score
100	100	5.00	87.00 - 87.99	87	4.35
99.00 - 99.99	99	4.95	86.00 - 86.99	86	4.30
98.00 - 98.99	98	4.90	85.00 - 85.99	85	4.25
97.00 - 97.99	97	4.85	84.00 - 84.99	84	4.20
96.00 - 96.99	96	4.80	83.00 - 83.99	83	4.15
95.00 – 95.99	95	4.75	82.00 - 82.99	82	4.10
94.00 - 94.99	94	4.70	81.00 - 81.99	81	4.05
93.00 - 93.99	93	4.65	80.00 - 80.99	80	4.00
92.00 - 92.99	92	4.60	79.00 – 79.99	79	3.95
91.00 - 91.99	91	4.55	78.00 - 78.99	78	3.90
90.00 - 90.99	90	4.50	77.00 - 77.99	77	3.85
89.00 - 89.99	89	4.45	76.00 - 76.99	76	3.80
88.00 - 88.99	88	4.40	75.99 and below	75	3.75

Table 4 - Special Curricular Program/s Implemented - 5%

Item	Rating	Score
Presence of 4 or more Special Curricular Programs Implemented with an approved permit to implement (from RO)	100	5
Presence of 3 Special Curricular Programs Implemented with an approved permit to implement (from RO)	80	4



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Presence of 2 Special Curricular Programs Implemented with an approved permit to implement (from RO)	60	3
Presence of 1 Special Curricular Programs Implemented with approved permit to implement (from RO)	40	2

Table 5 - Innovations / Interventions Implemented - 5%

Item	Rating	Score
Presence of 4 or more Innovations (approved by the SDS) or Interventions (at least approved by the PSDS) Implemented	100	5
Presence of 3 Innovations (approved by the SDS) or Interventions (at least approved by the PSDS) Implemented	80	4
Presence of 2 Innovations (approved by the SDS) or Interventions (at least approved by the PSDS) Implemented	60	3
Presence of 1 Innovations (approved by the SDS) or Interventions (at least approved by the PSDS) Implemented	40	2

Table 6 - Researches Conducted / Implemented - 5%

Item	Rating	Score
Presence of 3 or more pieces of research conducted/ implemented (with	100	5
approved proposals and terminal reports)		
Presence of 2 pieces of research conducted/ implemented (with approved	80	4
proposals and terminal reports)		
Presence of 1 piece of research conducted/implemented (with an	60	3
approved proposal and terminal report)		
Presence of 1 or more researchers with approved proposal/s only	40	2

Table 7 - Performance Indicators - 5%

Performance Indicators	Performance	Rating	Score
Drop-Out Rate	Zero	100	1.50
1.5%	0.01 - 1.00	90	1.35
	1.01 and more	80	1.20
Promotion Rate	95.00 -100	100	1.50
1.5%	85.00 - 94.99	90	1.35
	75.00 – 84.99	80	1.20
Repetition Rate	Zero	100	2.00
2%	0.01 - 1.00	90	1.80
	1.01 and more	80	1.60

Table 8 - SBM Level of Practice - 5%

Item	Rating	Score
Level 3	100	5
Level 2	80	4
Level 1	60	3
Level 0	40	2

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Table 9 - WinS Status - 5%

abic > Will bea	Item	Rating	Score
Level 3		100	5
Level 2		80	4
Level 1		60	3
Level 0		40	2

Table 10 - Fiscal Management (On time MOOE Liquidation) - 15%

Item	Rating	Score
With no delay on the submission of the quarterly liquidation report	100	15
With 1 delay on the submission of the quarterly liquidation report	75	11.25
With 2 delays on the submission of the quarterly liquidation report	50	7.5
With 3 delays on the submission of the quarterly liquidation report	25	3.75

Table 11 - Conducted training activities as Training Manager - 5%

Level	Rating	Score
Presence of 4 or more training activities conducted and served as training manager (District or School level)	100	5
Presence of 3 training activities conducted and served as training manager (District or School level)	80	4
Presence of 2 training activities conducted and served as training manager (District or School level)	60	3
Presence of 1 training conducted and served as training manager (District or School level)	40	2

Table 12 - Served as Resource Person/ Lecturer/ Facilitator/ Writer/ Consultant/ Editor - 5%

Level	Rating	Score
Presence of 5 or more	100	5
Presence of 4	80	4
Presence of 3	60	3
Presence of 2	40	2
Presence of 1	20	1

Table 13 - Awards / Recognition Received- 5%

Level	Rating
1 International Award	5
1 National Award	
1 Regional Award	2.5
1 Division Award	
1 District	1.25
	0.75
	0.50
oints for each award presented will be accumulated.	

Table 14 - Support from various stakeholders

Based on the average rating of all the objectives in KRA for Parents and Other Stakeholders / Building Connections as indicated in the SH's calibrated OPCRF for SY 2021-2022 - 5%

Average Performance Rating	Ratings

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4.500 - 5.00	100
3.500 - 4.499	80
2.500 - 3.499	60
1.500 - 2.499	40
1.00 - 1.499	20

Table 15 - Functional Clubs and Organizations - 4%

Level	Rating	Score
Presence of 5 or more	100	4.00
Presence of 4	80	3.20
Presence of 3	60	2.40
Presence of 2	40	1.60
Presence of 1	20	0.80

Table 16 - Civic and Community Activities / Programs Participated - 3%

Level	Rating	Score
Presence of 5 or more	100	3.00
Presence of 4	80	2.40
Presence of 3	60	1.80
Presence of 2	40	1.20
Presence of 1	20	0.60

#### R. OUTSTANDING NON-TEACHING PERSONNEL

#### 1. CATEGORY A (Salary Grades 1-9)

#### I. Eligibility

- 1. She/He has a permanent appointment and has no pending administrative case.
- 2. She/He has served the agency for a minimum of at least three (3) years.
- 3. The performance rating for the last three (3) years must be Outstanding.
- 4. She/He should be nominated by his/her immediate head and noted by Assistant Schools Division Superintendent.

#### II. Criteria

Indicators	Points
A. Work Competence	45
B. Outstanding Achievements	25
C. Professional Growth	15
D. Attitude Towards Work, Peers & Supervisors	15
Total	100

A. Distribution of Equivalent Rating for Work Competence

Items		Points
Work Experience in DepEd		10
<ul> <li>25 years &amp; above</li> </ul>	10	
• 20 – 24 years	8	
<ul> <li>15 – 19 years</li> </ul>	6	
• 10 – 14 years	4	
• 5 - 9 years	2	
<ul> <li>Minimum of at least 3 years</li> </ul>	0	
Performance Rating in the last 3 years		30

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Attendance and Punctuality (Usually arrives to work on time,	5
leaves on time or beyond, takes breaks as prescribed, gives	
adequate notice for scheduled absences; and utilizes work	
time in a responsible and productive manner.)	
Fully meets all criteria  5	
<ul> <li>Have one or less elapse of one of the</li> </ul>	
criteria per month 3	
<ul> <li>Have one or less elapse of one of the</li> </ul>	
• criteria per week 1	
• Does not meet the criteria 0	
**Must be attested by Section Head and provided with a	
certification.	

B. Distribution of Equivalent Rating for Outstanding Achievements

B. Distribution of Equivalent Rating for Outstand Items		Points
Recognition and Awards Received		10
<ul> <li>International</li> </ul>	10	
<ul> <li>National</li> </ul>	8	
<ul> <li>Regional</li> </ul>	6	
Provincial	4	
<ul> <li>Division</li> </ul>	2	
Innovation/Creativity in work/Publication		10
Acted as Trainer/Lecturer/Resource Speaker		5
<ul> <li>International</li> </ul>	5	
<ul> <li>National</li> </ul>	4	
<ul> <li>Regional</li> </ul>	3	
Provincial	2	
<ul> <li>Division</li> </ul>	1	

C. Distribution of Equivalent Rating for Professional Growth

Items		Points	
Education			10
<ul> <li>Doctoral degree</li> </ul>		10	
<ul> <li>Doctoral (CAR)</li> </ul>		7	
Master's degree		5	
<ul> <li>Master's-CAR</li> </ul>		3	
Trainings (Exclusive of DepEd)			5
<ul> <li>International</li> </ul>		5	
<ul> <li>National</li> </ul>		4	
<ul> <li>Regional</li> </ul>		3	
<ul> <li>Provincial</li> </ul>		2	
<ul> <li>Division</li> </ul>		1	

D. Distribution of Equivalent Rating for Attitude towards Work, Peers and Superiors (Initiative, Application to Work, Dependability and Relationship with Others)

Items		Points
Personal Attributes/Characteristics		15
<ul> <li>Independently innovates or finds/ develops solutions.</li> </ul>	15	

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Demonstrates outstanding and positive attitude with enthusiasm. Completely dependable. Exemplary working relationship with others.	
<ul> <li>Takes 80-90% initiative of tasks.</li> <li>Very motivated and industrious.</li> </ul>	
Above average in dependability. Works well with others.  • Requires some directions or does not take initiative to complete tasks independently. Average in diligence and motivation. Usually dependable. Gets along satisfactorily with others.  **50% of the Rating will come from Section Head, while the other 50% will come from peers (half of the population of each	
Section).	

#### K. OUTSTANDING NON-TEACHING PERSONNEL

#### 2. CATEGORY B (Salary Grades 10-21)

#### I. Eligibility

- 1. She/He has a permanent appointment and has no pending administrative case.
- 2. She/He has served the agency for a minimum of at least three (3) years.
- 3. The performance rating for the last three (3) years must be Very Satisfactory (VS).
- 4. She/He should be nominated by his/her immediate head and noted by Assistant Schools Division Superintendent.

#### II. Criteria

Indicators	Points
A. Work Competence	50
B. Outstanding Achievements	30
C. Professional Growth	15
D. Attitude Towards Work, Peers &	5
Supervisors	
Total	100

#### A. Distribution of Equivalent Rating for Work Competence

	Items		Points
Work Exp	perience in DepEd		15
• 20	0 years & above	15	
• 10	6 – 19 years	12	
• 12	2 – 15 years	9	
• 8	- 11 years	6	

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• 4 – 7 years	3	
<ul> <li>Minimum of at least 3 years</li> </ul>	0	
Performance Rating in the last 3 years		30
Attendance and Punctuality (Usually arrives to	work on time,	5
leaves on time or beyond, takes breaks as pres	scribed, gives	
adequate notice for scheduled absences; and u	utilizes work	
time in a responsible and productive manner.)		
Fully meets all criteria	5	
Have one or less elapse of one of the		
criteria per month	3	
Have one or less elapse of one of the		
criteria per week	1	
Does not meet the criteria	0	
**Must be attested by Section Head and provide	led by a	
certification.	-	

B. Distribution of Equivalent Rating for Outstanding Achievements

Items		Points
Recognition and Awards Received		10
<ul> <li>International</li> </ul>	10	
<ul> <li>National</li> </ul>	8	
<ul> <li>Regional</li> </ul>	6	
<ul> <li>Provincial</li> </ul>	4	
<ul> <li>Division</li> </ul>	2	
Innovation/Research conducted approved l terminal report	by SDS with	10
Acted as Trainer/Lecturer/Resource Speak	er	10
<ul> <li>International</li> </ul>	10	
<ul> <li>National</li> </ul>	8	
<ul> <li>Regional</li> </ul>	6	
<ul> <li>Provincial</li> </ul>	4	
<ul> <li>Division</li> </ul>	2	

C. Distribution of Equivalent Rating for Professional Growth

Items		Points
Education		10
<ul> <li>Doctoral degree</li> </ul>	10	
<ul> <li>Doctoral (CAR)</li> </ul>	7	
Master's degree	5	
<ul> <li>Master's-CAR</li> </ul>	3	
Trainings (Exclusive of DepEd)		5
<ul> <li>International</li> </ul>	5	
<ul> <li>National</li> </ul>	4	
<ul> <li>Regional</li> </ul>	3	
<ul> <li>Provincial</li> </ul>	2	
<ul> <li>Division</li> </ul>	1	



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D. Distribution of Equivalent Rating for Attitude towards Work, Peers and Superiors
(Initiative, Application to Work, Dependability and Relationship with Others)

Items	Points
Personal Attributes/Characteristics  • Independently innovates or finds/ develops solutions.  Demonstrates outstanding and positive attitude with enthusiasm. Completely dependable. Exemplary working relationship with others.	5
<ul> <li>Takes 80-90% initiative of tasks.  Very motivated and industrious.  Above average in dependability.  Works well with others.</li> <li>Requires some directions or does not take initiative to complete tasks independently.  Average in diligence and motivation.  Usually dependable.  Gets along satisfactorily with others.</li> </ul>	
**50% of the Rating will come from Superior, while the other 50% will come from peers (half of the population of each Section).	

#### L. BEST ORGANIZATIONAL UNIT

CRITERIA	SCORE
A. ORGANIZATIONAL PERFORMANCE: (30 pts)	
1. Targets vs. Accomplishments: (20 pts)	
* Average Unit Percentage of Accomplishments x 20 points	
(Average of all the percentages of accomplishments of all the sections that	
composed the unit based on their quarterly accomplishment DMEA reports j	from
the 4th quarter of 2021 to the 3rd quarter of 2022.)	
2. IPCRF Rating for FY 2021: (10 pts)	
* Average Unit IPCRF Rating x 20 x 10 points	
(Average of all the IPCRF ratings of all the personnel in all the sections that	
composed the unit for FY 2021.)	
Sub-Total	
B. CLIENT SATISFACTION SURVEY: (15pts)	
* Average Unit CSS Rating x 0.20 x 15 points	
(Average Unit CSS Rating from January to October 2022)	
C. 5S: (15pts)	
* Average 5S Score/125 x 15 points	
(Average Unit 5S score of all the sections that belong to the	
unit from October 24 to December 2, 2022)	
D. RESEARCH AND INNOVATIONS: (20pts)	
* Any Action Research conducted or Innovation introduced by any personnel i	
all the sections that composed the unit from January to October 2022 with the	ne
approved proposal and terminal report – 5 pts	
* Any Action Research conducted or Innovation introduced by any personnel i	n



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all the sections that composed the unit from January to October 2022 with the approved proposal only – 2 pts

\* Any Action Research conducted or Innovation introduced by any personnel in all the sections that composed the unit from January to October 2022 without the approved proposal will not be given any points.

\*Maximum of 20 points only

#### E. AWARDS AND RECOGNITION RECEIVED: (10pts)

\* Any awards and recognitions (either as a group or individual) received by any employee/section that belongs to the unit will be given points as follows:

International - 5 points

National – 3 points Regional – 2 points

\* Maximum of 10 points only

F. SUBMISSION OF DTR: (10 pts)

\* Ave. Percentage of on-time submission of DTR from January to October 2022 x 10 points

(Monthly average shall be computed by the number of personnel who submitted their monthly DTR on or before the deadline over the total number of personnel of all the sections that belong to the unit. The average percentage shall be equal to total monthly average divided by the number months.)

TOTAL

#### LIST OF ORGANIZATIONAL UNITS

#### A. OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT (OSDS)

- 1. OSDS Proper (OSDS, OASDS, Legal & ICT)
- 2. Administrative Unit (Office of the AO V, Personnel, Cash, Supply and Property and Records)
- 3. Finance Unit (Accounting and Budget)

#### B. CURRICULUM IMPLEMENTATION DIVISION (CID)

- 1. Instructional Management (EPSs in all learning areas, Learning Resource Management and ALS)
- 2. District Instructional Supervision and Technical Assistance of School Management (PSDSs)

#### C. SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)

- SGOD Proper (EPS-SGOD, SocMob&N, Research & Planning, EF, SMME, HRD, DRRM, & YF)
- 2. School Health and Nutrition Unit (Medical & Dental)

#### TO BE SUBMITTED BY EACH UNIT:

- 1. Certified true copy of the approved proposal and terminal report of conducted research and introduced innovations; and
- 2. Certified true copy of certificate/s of recognition/ awards received.



Enclosure No. 2 to Division Memorandum No 4 9 3. 2022

#### Time Table

Date	Activity
December 2, 2022	Deadline for submission of nominations with corresponding documents to the Division Selection Committee
December 2, 2022	Meeting of Working and Selection Committees
December 5-13, 2022, 2022	Screening period and validation
December 16, 2022	Announcement of finalists and meeting of working committee
December 22, 26 & 27, 2022	Rehearsals
December 28, 2022	Pasidungog 2022 Awarding Ceremonies



#### Department of Education

Region VI - Western Visayas

Enclosure No. 3 to Division Memorandum No. 3 s. 2022

#### GUIDELINES ON THE SCREENING/EVALUATION PROCESS

#### A. General Guidelines

- 1. Candidate/s shall be nominated by the Schools Division Superintendent (SDS). Asst. Schools Division Superintendent (ASDS), Chief Education Supervisor (CES), Education Program Supervisor (EPS), Public Schools District Supervisor (PSDS). School Head (SH), or co-employee. The SDS, ASDS, CES, EPS, and PSDS can nominate entry/ies for schools and school heads categories.
- 2. A nominee can only be nominated in two (2) award categories.
- 3. Only accomplishments or achievements within the period from September 13, 2021 to August 21, 2022 will be considered for validation.
- 4. The results of the School Assessment of Learning (SAL) for School Year 2021-2022 must be equal to or above the Division MPS. Elementary - 78.38 and Secondary -75.94.
- 5. All nominations shall be submitted to the Division Office on or before December 2, 2022 through the Records Section with its "RECEIVED" notation.
- 6. For the Outstanding Non-Teaching Personnel, the following categories should be observed:
- Category A Employee receiving a Salary Grade (SG) between 1-9; and
- Category B Employee receiving a Salary Grade (SG) between 10-21.
- 7. A nominee for Outstanding Teacher/School Head/ Non-Teaching personnel must be a permanent employee with at least three (3) years of experience in the category he/she is nominated for.
- 8. A candidate must get at least an overall rating of eighty (80) based on the evaluation of his/her documents by the Pasidungog 2022 Screening Committee to qualify him/her in any award categories. The top ten (10) finalists per category will be chosen. Finalists will receive certificates of recognition during the Division Gawad Parangal awarding ceremonies. From among the finalists, five (5) will be declared as winners during the said awarding ceremonies.
- 9. In the computation of the rank, the candidates will be given points in each criterion using tables. The points per criterion will be multiplied by its corresponding percentage weight. The total weights will be computed and will be the basis for ranking.
- 10. In case of a tie, the standard deviation will be used to measure consistency. The lower the standard deviation, the consistent the ranks are.
- 11. An awardee who wins for three consecutive period regardless of the nature of the awards bestowed will be elevated to the Hall of Fame and shall be disqualified to



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join in the same category in the succeeding years' contest. The Hall of Fame awardee can join the same contest category after three (3) years.

- 12. The schools should submit papers/certificates to the Division Pasidungog Awards Committee (DPAC) of their probable awardees for the 202 Hall of Fame (i.e., those who/which were bestowed the same awards three times prior to this school year).
- 13. All finalists will be informed of the results through a division memorandum which will be uploaded at the division website and Division Mancom FB account.
- 14. Nominees must have no pending case.

## THE SCHOOLS DIVISION PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) COMMITTEE

Chairperson: MA. LUNIE B. SAMPANI, CPA, MPA

OIC. Office of the Assistant Schools Division Superintendent

Members

: SEGUNDINA F. DOLLETTE, EdD

Chief Education Supervisor - CID

MARLON P. DESTREZA, EdD

Chief Education Supervisor - SGOD

KENNETH D. ANOCHE

EPS II – ALS/OIC, Administrative Officer V

NENITO D. DACLES

Administrative Officer V, Budget Office

ATTY, JOSEPH A. ITURRALDE

Attorney III

EMMANUEL V. LATI

Information Technology Officer I

REYNALDO AZCARRAGA PhD

President (CAPSTEA)

CERELO VILLAGRACIA

Representative from DepEd NEU - Capiz Chapter

#### Technical Working Groups (DIVISION SCREENING COMMITTEE PER CATEGORY)

Key Stage 1 - Outstanding Kindergarten to Grade 3 Teachers

Chairperson: MERLIE J. RUBIO EdD

Members : ALAN VINCENT B. ALTAMIA

REYNALDO AZCARRAGA PhD

Key stage 2 - Outstanding Grade 4 to 6 Teachers by Learning Area

Chairperson: ELENIA P. BARANDA

Members : ANDRES D. QUIACHON

MA. THERESA V. VILLAGRACIA EdD

Key Stage 3 - Outstanding Grade 7 to 10 Teachers by Learning Area

Chairperson: SEPHORA M. ROLDAN

Members : SALVADOR DALE B. ARTATES

FE D. BAÑEZ EdD

Key stage 4 - Outstanding Grade 11 to 12 Teachers by Strand

Chairperson: ROLANDO B. JAMORA EdD

Members : SHIRLEY A. DE JUAN ZALDY B. CAALAM

Indigenous Peoples Education (IPEd), Alternative Learning System (ALS), Special

Education (SPED) & Special Program in the Arts (SPA) - Outstanding Teachers

Chairperson: RUTH C. GERVERO PhD Members : RONNIE C. RETERACION

ANGEL F. PAYO JR. EdD

Outstanding School Heads

Chairperson: HEIDELYN P. GEROMIANO EdD

Members : EDNA B. AZCARRAGA PhD

LALLAINE G. FUNDAL RONALD D. DILE

Outstanding Non-Teaching Personnel Chairperson: KENNETH D. ANOCHE

Members : MA. SHARON S. BARRIENTOS

DARWIN D. BRILLO

Best Organizational Unit

Chairperson: ATTY. BENJIE B. DOCE CPA, MBA

Members : RONALD D. DILE

NENITO D. DACLES



Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

#### SEARCH FOR THE PASIDUNGOG 2022 AWARDEES **EVALUATION FORM**

Name:	Grade Level Taught:			
School:	Subject Area:			
District:Category:				
		T		
Items	%	Points Obtained		
1.				
2.				
3.				
4.				
5.				
6.	<u> </u>			
7.				
Total	100			
DIVI	SION SCREENING COMMIT	TEE		
Member	Me	ember		
_	Chairman			